**On Demand Pay Policy**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Senior Solutions wants to honor all the hard work our Caregivers do by providing them with the opportunity to participate in On Demand Pay benefit program.

## **WHAT IS ON DEMAND PAY?**

* + Qualified individuals can request a portion of their earned wages before their regular payday. No loans. No interest. This feature is accessed and utilized through the Paylocity app on all mobile devices.The deposit typically occurs the same day if requested prior to 2:00 PM Central Time. Otherwise, the deposit occurs the next business day.

## **THE DETAILS**

* + Employees are limited to 12 withdrawals per month.
  + Transactions are limited to $50- $500.00 per withdrawal.
  + Employees can withdraw up to 80% of their anticipated bi-weekly pay out.
  + There is a service fee of $1.25 per transaction.

## **QUALIFICATIONS**

* + Must meet ALL of the requirements of a Level 3.
  + Must be employed with Senior Solutions for a minimum of 30 days.
  + Must sign up for either direct deposit or a pay card.
  + Eligible after meeting above requirements and after 2 pay period have been processed

## **ACCESSING ON DEMAND PAY**

* + Open the Paylocity application, log in and select Pay from the menu; then select On Demand.
  + Select or enter the amount you’d like to receive (a $50 minimum); confirm deposit when prompted.
  + Wages will be deposited the next business day.
  + Transactions will appear on your next paycheck as deductions.
  + Keep in mind, Paylocity administers this benefit on our behalf, timing and access may be subject to issues beyond Senior Solutions control.

