

An Intro to XcelHR: FAQs

PAYROLL & TAXES

HOW DO I ACCESS MY INVOICE, W2S, AND PAYSTUBS?

XcelHR has a cloud storage system that allows employees and employers to access their information 24/7 through the internet. Employers can access all of their payroll reports and invoicing through their portal. Employees can access all of their paystubs through their portal. For those that don't want to use an online portal, we can accommodate that through our traditional paper delivery system.

WHAT TYPE OF TAXES DOES XCELHR FILE?

Payroll taxes are completed by the XcelHR tax team. This includes 941's and 940's, state withholding and unemployment taxes and local withholding taxes.

WHO IS RESPONSIBLE FOR CORPORATE TAX FILINGS?

The client is still responsible for these.

WHO COMPLETES THE W-2S?

XcelHR prepares and mails W-2s to the employees.

WILL MY EMPLOYEES GET 2 W-2S IF WE JOIN MID YEAR?

If you are joining as an ASO client and were previously an ASO client your employees will get 1 W2 for the year. If you come over as a PEO client your employees will get 2 W-2s one under the PEO arrangement and one under the prior arrangement.

BENEFITS ADMIN

DOES YOUR COMPANY HANDLE ACA COMPLIANCE?

XcelHR ensures that our clients are managing the Affordable Care Act. We provide proactive reports and expert guidance to circumvent fines associated with the ACA. Also, we provide employers with essential tax reporting for end of the year tax filings.

WHAT ADVANTAGES DO I GET FROM USING XCELHR'S BENEFITS?

First of all, it is important to know that XcelHR does not require you to switch to our benefits plans. But for those who are interested in XcelHR's benefits plans, they should expect to be pooled with a larger group which provides employers with additional buying power for benefits. This, typically, reduces the cost of benefits plans across the board.

DO I HAVE TO USE AN XCELHR SPONSORED BENEFIT?

No. You can keep existing relationships with brokers and insurance carriers if you want.

HR SERVICES

WHAT TYPE OF HR SERVICES DO I GET?

Doing business with XcelHR, essentially, provides you with a 3-6 person HR department that does research, auditing, consulting, and so much more to help you manage your day-to-day. Your fully-staffed HR department is only a phone call away.

DO YOU ALL PROVIDE LEGAL GUIDANCE?

Our HR experts are certified professionals in their field. They assist with harassment protection, unemployment claims, documentation of employee behavior, and most day-to-day HR issues of which your company is exposed. However, we do not provide legal experts. We will be there to fight on behalf of the employer and share liabilities with employers, but if needed, clients must seek additional legal guidance.

