Enterprise - Paystub & Reporting Updates for Illinois Day and Temporary Labor Services Act

Last Modified on 10/15/2026 3:31 pm CDT

Overview

To accommodate and comply with the Illinois Day and Temporary Labor Services Act, the following has been completed:

- Default check styles (along with the WebCenter Earning Statement) now include the ability to show or hide additional columns/fields based on the requirements of the respective states.
- Three new standard reports ("IL Employee Assignment Notice", "IL Employee Notice Audit", and "Employee Hours Range IL") have been added.
- A new standard message action "Sent Employee Notice" has been added to help distinguish messages sent related to employee notice forms linked to the state of Illinois.

Note If you have employees working in Illinois and need your default check style updated, please contact your TempWorks Account Manager to begin the process.

If you have custom check styles that you would like to have the additional columns/fields applied, please contact your TempWorks Account Manager.

Check Style Updates

To accommodate Illinois law, the following columns/fields have been added:

- **Days Until No Fee** - Display how many days remaining until the employee has worked 60 days for the staffing company in the last year.
    - For "Days Until No Fee", the days worked are only counted when entered as Day 1-7 on posted timecards.
        - Fields “Day 1” through “Day 7” can be found by navigating to Enterprise > Pay/Bill > Time Entry > Timecard of employee > Detailed Timecard > "Pay and Bill Rates" tab.
- **Max Placement Fee** - The maximum amount of a fee that shall be charged to a third-party client by the temporary help service firm.
    - This will need to be added via Custom Data fields on the Job Order and Assignment records with the Property Name of "MaxPlacementFee". For more information on Custom Data, please see the article

titled Enterprise - How to Setup and Manage Custom Data.



Reporting Updates

Three new standard reports have been added:

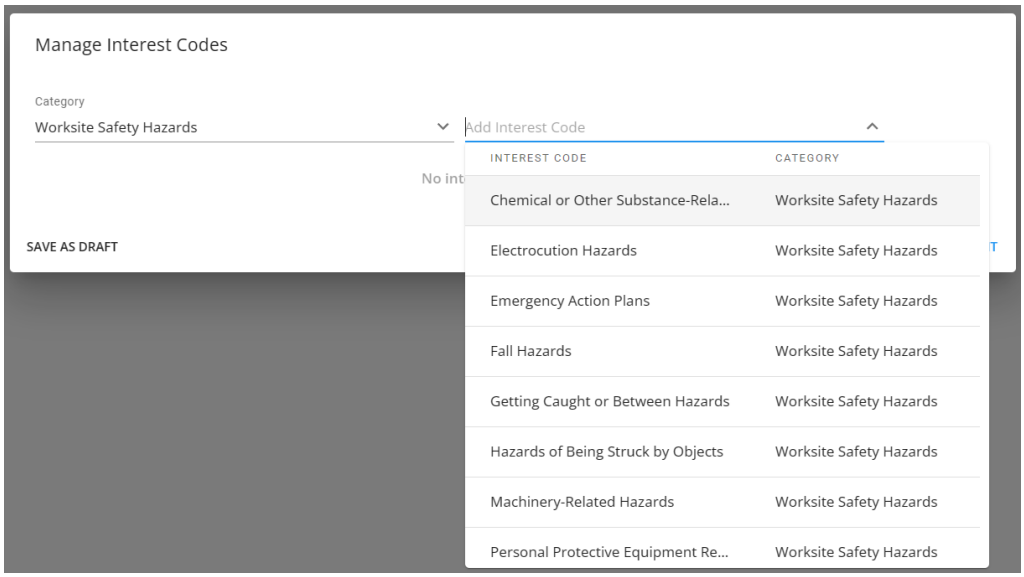
- IL Employee Assignment Notice
- IL Employee Notice Audit
- Employee Hours Range IL

IL Employee Assignment Notice

- This report is required by the state of Illinois for temporary employee requested assignment information.
- Information within this report is gathered from the following areas:
  - **Safety Contact**:
    - This is populated via the Job Order contact with the contact role of "Safety Contact".
      - In the event a "Safety Contact" does not exist within the Job Order, the "Supervisor" is then selected.
      - In the event a "Supervisor" does not exist within the Job Order, the "HR Coordinator" is then selected.
  - **Report To Contact:**
    - This is populated via the Job Order contact with the contact role of "Report To".
  - **Start Date & Start Time**:
    - Assignment > Details > Job Information > Start Date
    - Assignment > Details > Job Information > Start Time
  - **Job Title & Job Description**:
    - Job Order > Details > Job Information > Job Title
    - Job Order > Details > Job Information > Job Description
  - **Dress Code & Safety Hazard Notes**:
    - Job Order > Details > Worksite > Dress Code
    - The "Safety Hazard Notes" are pulled from Customer and Job Order interest codes from the

category of "Worksite Safety Hazards":

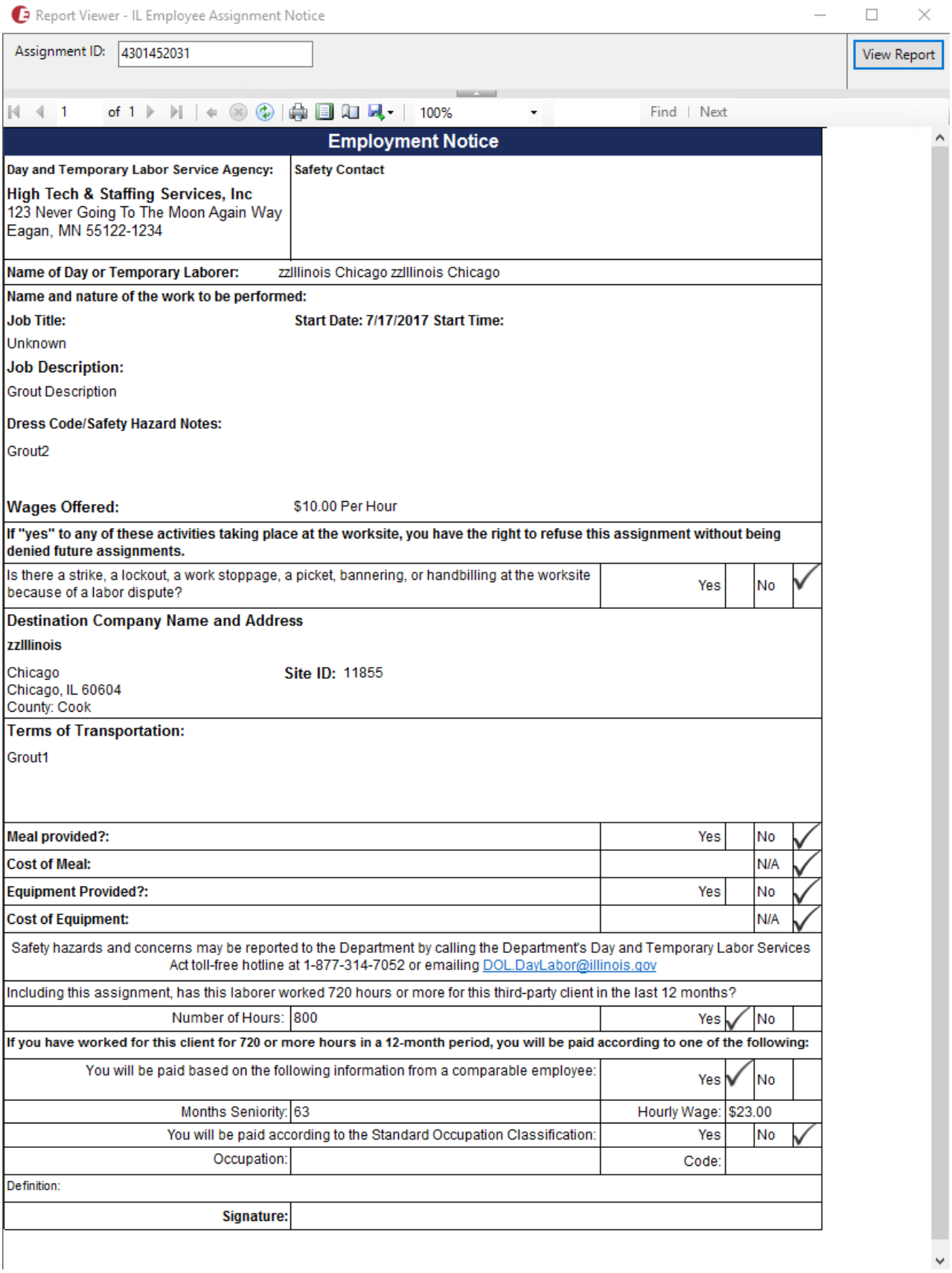
- *Note* The "Worksite Safety Hazards" category and related interest codes are **not** added by default. These will need to be added manually. More information on adding interest codes/categories can be found within the article titled Enterprise - Creating Interest Codes.



- **Wages Offered**:
  - Assignment > Details > Job Information > Pay Rate
- **Destination Company Name and Address**:
  - Job Order > Details > Worksite > Street, City, State, Zip
- **Terms of Transportation**:
  - Job Order > Details > Worksite > Directions
- **Custom Data:**
  - **Job Order**:
    - IL - Labor Dispute
  - **Assignment**:
    - IL - More Than 720 Hours
    - IL - Number of Hours
    - IL - Comparison Method
    - IL - Months Seniority
    - IL - Hourly Wage

Note The Custom Data fields will be pulled into the report so long as they had been created and are populated with data.

Please see the following article for more information on Custom Data within Beyond - Beyond - Custom Data.



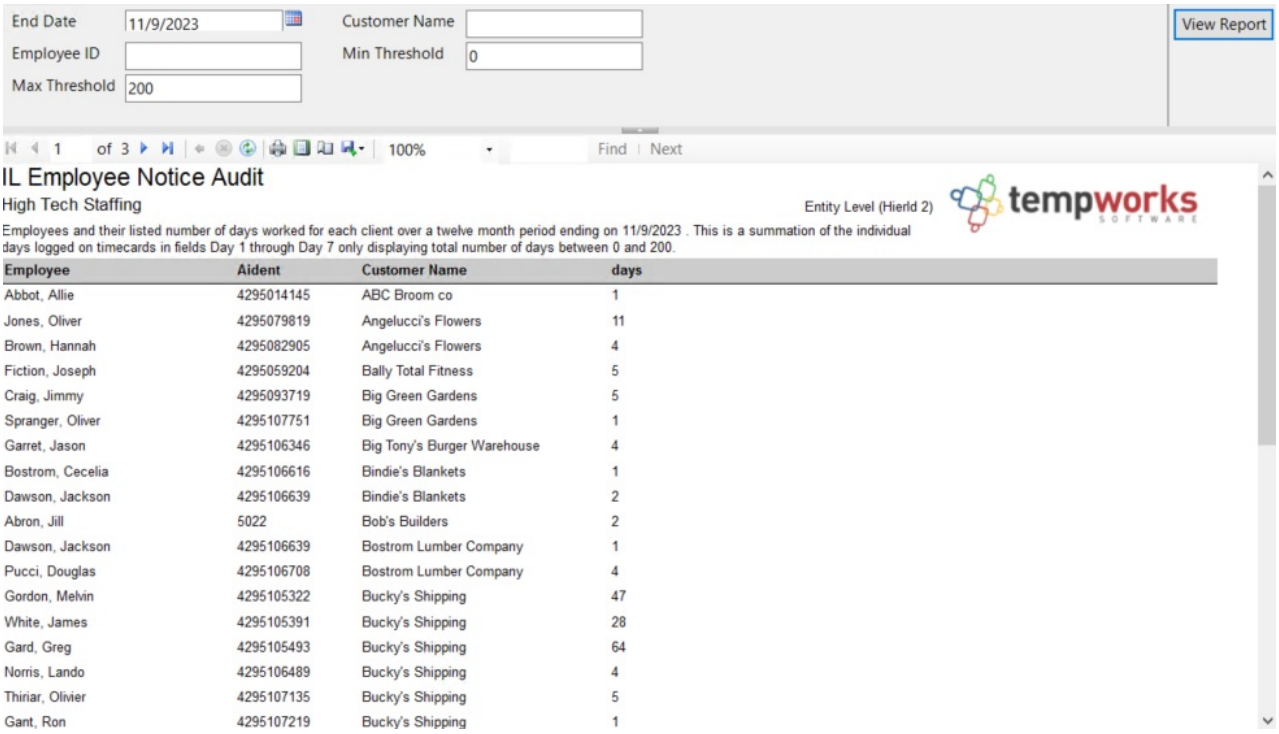
IL Employee Notice Audit

Note While this report can be accessed immediately, Illinois tracking for days worked is proposed for April 1st, 2024 and is subject to change.

- This report generates a list of employees and the number of days they have worked at each client on a rolling twelve-month period. This information is used to determine which employees require notices sent to them.

Note The days worked are **only** counted when entered as Day 1-7 on posted timecards.

- Fields “Day 1” through “Day 7” can be found by navigating to Enterprise > Pay/Bill > Time Entry > Timecard of employee > Detailed Timecard > "Pay and Bill Rates" tab.



Employee	Aident	Customer Name	days
Abbot, Allie	4295014145	ABC Broom co	1
Jones, Oliver	4295079819	Angelucci's Flowers	11
Brown, Hannah	4295082905	Angelucci's Flowers	4
Fiction, Joseph	4295059204	Bally Total Fitness	5
Craig, Jimmy	4295093719	Big Green Gardens	5
Spranger, Oliver	4295107751	Big Green Gardens	1
Garret, Jason	4295106346	Big Tony's Burger Warehouse	4
Bostrom, Cecelia	4295106616	Bindie's Blankets	1
Dawson, Jackson	4295106639	Bindie's Blankets	2
Abron, Jill	5022	Bob's Builders	2
Dawson, Jackson	4295106639	Bostrom Lumber Company	1
Pucci, Douglas	4295106708	Bostrom Lumber Company	4
Gordon, Melvin	4295105322	Bucky's Shipping	47
White, James	4295105391	Bucky's Shipping	28
Gard, Greg	4295105493	Bucky's Shipping	64
Norris, Lando	4295106489	Bucky's Shipping	4
Thiriar, Olivier	4295107135	Bucky's Shipping	5
Gant, Ron	4295107219	Bucky's Shipping	1

Note There is also a new Beyond Dashboard Insight Widget titled “IL Employee 90 Day Audit - Top 5” that will show, at a glance, employees approaching their 90 days of work (limited to 5 rows on the dashboard).

For more information on Dashboard Insight Widgets, please see the article titled Beyond - Default Insight Widgets.

Employee Hours Range IL

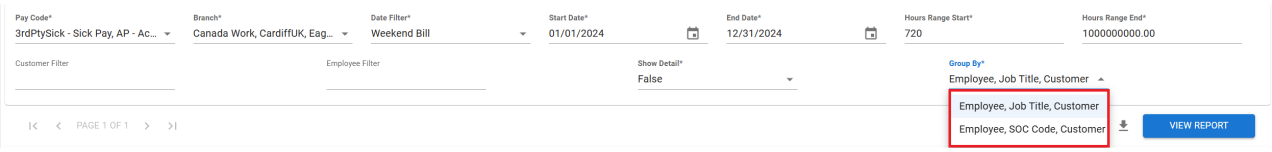
Based on the requirements provided by the Illinois bill 3650, the Employee Hours Range IL has been added

Note For more information on Illinois bill 3650, please see the links for the original bill and the amendment.

(A) if a day or temporary laborer has been assigned to work and performs work at the same third party client for more

than 720 hours within a 12-month period, not less than the median base hourly rate, or hourly equivalent if paid on a salary basis, of workers working in the same or a substantially similar job classification, as reflected in the detail level of the most recent Standard Occupational Classification System published by the United States Department of Labor's Bureau of Labor Statistics, in the same metropolitan area or non-metropolitan area of a Illinois where the work is performed, as reflected in the most recent Occupational Employment and Wage Statistics Survey, or any successor publication, published by the United States Department of Labor's Bureau of Labor Statistics;

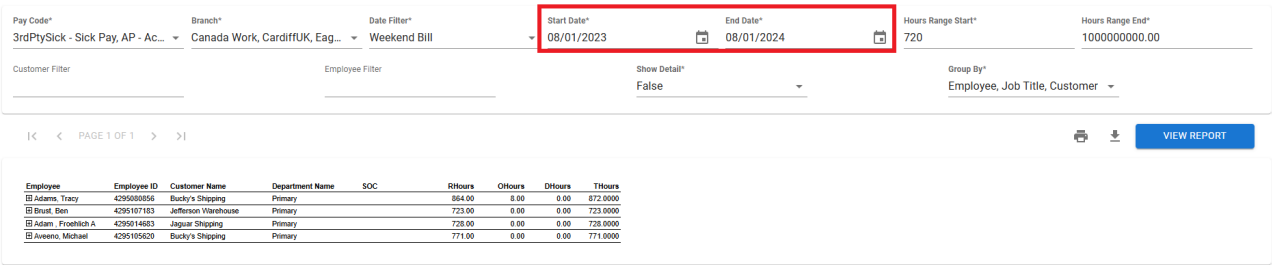
The report can be grouped by the Job Title or the SOC Code:



Note SOC Codes can be linked to Job Titles within Beyond > System Settings > Job Titles.

Please see the article titled Beyond - How to Create Job Titles for more information.

When running the report, ensure the date range is for the entire year:



The following records will be highlighted within the report based on hour requirements:

- Employee Records that have a customer assignment with over 720 hours.
- Customer Assignment Records that have over 720 hours worked.
- Transaction Records that first exceeded 720 hours for a given customer assignment.

Message Action Updates

A new standard message action titled "Sent Employee Notice" has been added to help distinguish messages sent related to employee notice forms linked to the state of Illinois.

Related Articles