

Out of State Employees

January 22, 2015



Overview of Out of State Project

- IU's mission and impact go far beyond the borders of Indiana.
- A working group was setup to look at the issues surrounding employees working in other states.
 - We are currently withholding state tax in 26 states other than Indiana and identified 179 employees working outside of Indiana.
 - Unemployment and Workers comp is being addressed
- We need a way to identify out of state employees.
- New e-Doc fields to identify Primary Work Physical Location.



Goal of Project

- Ensure compliance by state for:
 - Tax withholding
 - Benefits
 - HR policies
 - Unemployment compensation
 - Etc.
- HR issues with immediate financial impacts:
 - FLSA Exemptions
 - State mandated sick pay
 - CA PTO – No use it or lose it
 - NJ Disability
 - CA Work expense reimbursement



E-Doc Change

Action Reason		▼ hide
Action Reason		
* Action	Hire (HIR)	
* Action Reason	Hire (HIR)	
Primary Job	Yes	

Primary Physical Work Location		▼ hide
Primary Physical Work Location Data		
* Work Location Country	USA	
* Work Location State	IN	

Job Data		▼ hide
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When to Identify Out of State Employees

- When an employee will be working in another state for 90 days or more
- Does not apply to:
 - Faculty on semester or full year sabbaticals
 - Student workers who maintain a permanent residence outside of IN
 - Employees who work in IN, but live in KY, OH, MI or IL and commute to Indiana
 - Employees on paid leaves of absence



Questions:

Contact FMS Customer Service at
812.855.0375 or via webform at

<https://fms.iu.edu/support>

