

Paychex, the leader in small business payroll, and White Glove have teamed up to provide a simple cost-effective way to pay your Home Health Companion.

Program Benefits:

Dedicated Payroll Specialist
Full Tax Compliance
Direct Deposit
15% White Glove Payroll Discount

Paychex is the expert when it comes to Home Health Companions. That's why thousands trust Paychex to handle their payroll accurately, efficiently, and on time.

How do I get started?

Home Health Companion set-up process – easy as 1, 2, 3...

Step 1: Contact **Bruno DeMayo** at Paychex, **201-930-0500 ext. 3101**. Bruno will walk you through the following:

- ✓ Federal Tax Withholding requirements
- ✓ Workers' Compensation requirements
- ✓ Form and documents to be filed with Federal and State agencies

Step 2: Provide Paychex with required set-up information:

- ✓ EIN (Employer Identification Number)
- ✓ Employee's form W-4
- ✓ Voided check from bank account
- ✓ Form I-9 (Immigration and Naturalization)
- ✓ Employee check for Direct Deposit
- ✓ Paychex Services Agreement

Step 3: Have peace of mind knowing that Paychex, the leader in payroll services, is handling all of the required compliance work regarding payment of wages to your Home Health Companion.