# How to block deductions when an employee has more than one check in a payroll:
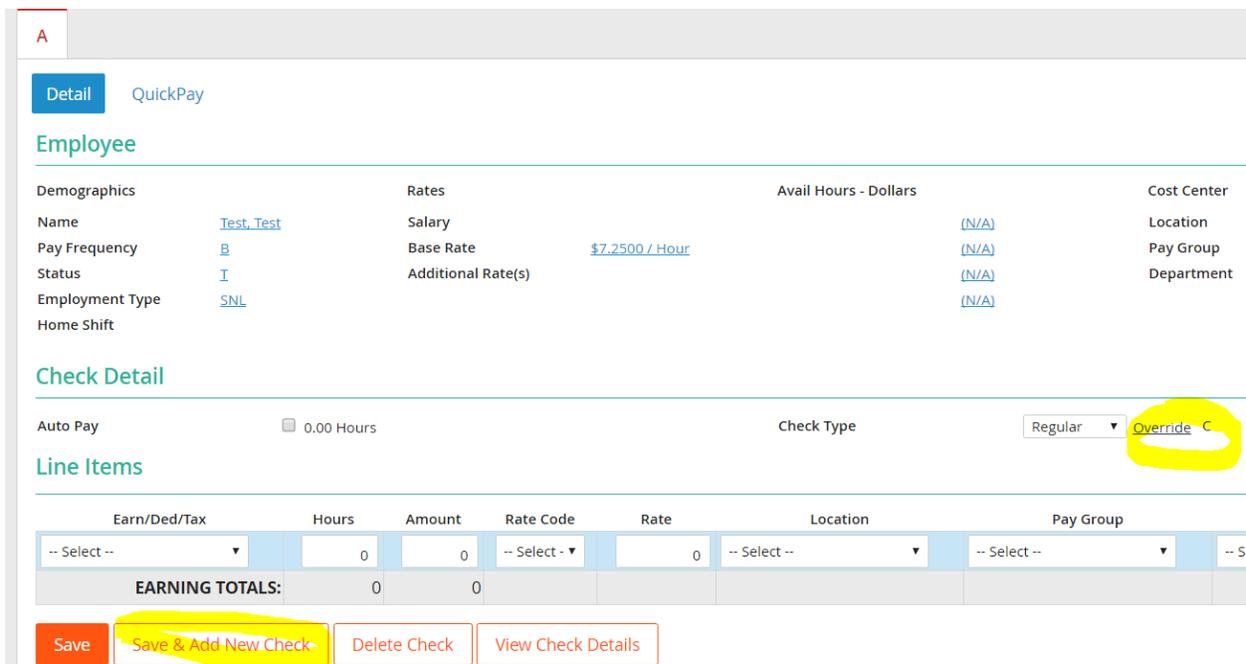


When creating an additonal check:



Click "Override".

Another possible view, if you are in the payroll batch. From the employee's check detail screen, you can override the deductions.

From here you can block All Earnings or Deductions or just the ones that are needed. For example: You may want to block Health deductions, but keep the 403B calculation.

## Check Type

| | | | | |
|---|---|---|---|---|
| Override Tax Frequency | None ▾ | Time Off Accruals | ☐ Block Hours  ☐ Block Frequency | |
| Deduction Multiplier | 1 | Auto Labor Distribution | ☐ Block | Checkstub Memo |
| Override FITW | No Override ▾  0.00 | Use Supplemental Tax Rate | ☐ | |
| Override SITW | No Override ▾  0.00 | | | |

Earnings  -- Select -- ▾  **Block**  Unblock

| | | |
|---|---|---|
| ELOAN | Standard | LOAN |
| ERMED | Memo | Employer Cost of Healthcare |
| GIFT | Standard | GIFT |
| GIFTM | Memo | GIFT MEMO |
| GRANT | Reg | FOCA |
| GTL | GTL | GROUP TERM LIFE CALCULATED |
| HOL | Standard | HOLIDAY |
| HOLM | Memo | HOLIDAY MEMO |
| HOUSG | Standard | HOUSING TAXABLE ALL |
| HRSVA | Standard | HOURS VARIANCE |
| IMPUT | Standard | IMPUTED INCOME |
| JURY | Standard | JURY DUTY |
| LEAVE | Standard | PAID LEAVE |
| LOAN | Memo | MEMO ONLY LOAN |
| MASS | Standard | MASS STIPEND |
| MISC | Standard | MISCELLANEOUS EARN |

Deductions  -- All -- ▾  **Block**  Unblock

| | | |
|---|---|---|
| ☑ 403EE | 403b | 403B EE CONTRIBUTION |
| ☑ 403EP | 403b | 403B PRIEST CONTRIBU |
| ☑ ADV | Standard | ADVANCE |
| ☑ AHSA | Standard | ER HSA |
| ☑ AHSAB | Standard | ARCH HSA BONUS |
| ☑ AHSAF | Standard | ERHSA - FAM |
| ☑ AHSAS | Standard | ERHSA - SNG |
| ☑ BASIC | Memo | BASIC BILLING |
| ☑ BCHAT | Standard | CHATARD CAMPAIGN |
| ☑ BIRTH | Standard | Birthline Contributi |
| ☑ BKRPT | Bankruptcy | BANKRUPTCY |
| ☑ BKSSM | Add | BOOKS SEM |
| ☑ BOOKS | Add | BOOKS REIMB |
| ☑ CHLD1 | CS_EFT | CHILD SUPT - EFT |
| ☑ CHLD2 | CS_EFT | CHILD SUPT - EFT |
| ☐ COU | Standard | United Catholic Appe |

**Save Override**  Cancel

Save.

# View check details.

## Preview / Summary

| Gross | $100.00 | | Net | $87.70 |
|-------|---------|--|-----|--------|

### Earnings

| Earning | Rate | Hours | Amount |
|---------|------|-------|--------|
| BONUS | 0.0000 | 0.00 | 100.00 |
| | | Total: 0.00 | Total: $100.00 |

### Deductions

| Deduction |
|-----------|
| No Deductions |

### Taxes

| Tax | Taxable Wages | Amount |
|-----|---------------|--------|
| FITW | 100.00 | 1.35 |
| IN | 100.00 | 3.30 |
| MED | 100.00 | 1.45 |
| SS | 100.00 | 6.20 |
| | | Total: $12.30 |

### Direct Deposits

| Transit | Account |
|---------|---------|
| No Direct Deposits | |