Be the Best Employer
Be the Employest

The Challenge

Managing employment-related tasks has become increasingly complex. Technical areas like payroll compliance, wage and hour rules, and benefits administration now intersect with the critical elements of people development, culture, and engagement—making your role more demanding than ever.

At Commonwealth Payroll & HR, we take the time to understand your unique needs, offering guidance and education when you need it most. Our flexible technology supports every generation in today's workforce, helping you stay ahead of the curve.

CommPayHR Competencies

Pre-Employment

Before employees become part of your team, they're candidates. Ensure you choose the right ones by aligning your selection process with your company's values, culture, and the demands of the role.

Payroll Processing

Payroll is the glue that holds the employee-employer relationship together. It must be timely, accurate, and hassle-free for both you and your employees. That's why we provide the tools and structure for success, designed to meet your specific needs and preferences.

Human Resources

What does "HR" mean to you? In our experience, it means something different to everyone. At Commonwealth Payroll & HR, we believe it's about ensuring your investment in a new employee is both well-placed and long-lasting, all while staying compliant with the regulations in your state.

Benefit Administration

Managing benefits becomes more demanding as your company grows. In addition, staying compliant with ever-evolving federal and state regulations remains an ongoing challenge. Having the right tools to efficiently manage plan participation and enrollment is key to supporting your employees and running a successful business.

Time & Attendance

Effectively managing time for non-exempt (and some exempt) employees is critical, whether it's simple timesheet entries or complex job costing and allocation. Streamline your process by replacing manual methods—like paper timesheets or mechanical timeclocks—and eliminate the hassle of disparate systems that struggle to integrate with your payroll and HR platforms.

Employee Experience

In today's multi-generational workforce, it's essential that employees have access to their data and decision-making tools anytime, anywhere. Empowering them to perform tasks in the way they prefer—whether on paper or through a mobile device—ensures a more comfortable and efficient experience.

Compliance

Navigating ever-changing regulations is key to protecting your business, and many employers don't know what they don't know when it comes to compliance. That's where CommPayHR steps in. Our proactive risk management approach, backed by robust systems and expertise, ensures your payroll operations meet regulatory requirements. By focusing on education and risk reduction, we help minimize the potential for penalties and legal issues, so you can rely on us to keep your business protected.

Why Commonwealth Payroll & HR?

Every Client Matters

You may not be a payroll expert, but you can hire one!

Payroll shouldn't be a source of frustration—you deserve better. At Commonwealth Payroll & HR, we promise a frustration-free experience built on genuine relationships. When you call, we'll know your name, your situation, and maybe even your dog's name.

Together, we'll create a fully customized solution for your business, delivered in a format that works best for you.

We Know Payroll

You have a lot of options when it comes to payroll providers. Choose one that knows where payroll has been and where it's headed.

When implementing a new system, it should align seamlessly with your current business practices. Our intuitive solutions not only simplify payroll but also uncover opportunities for improvement you may not have realized. We'll help you stay organized, meet regulatory requirements, and manage payroll in minutes. Because payroll is about more than just calculating a paycheck.

Your Tech Comfort Zone

We use technology to help solve problems, not avoid our clients!

There are two kinds of people in the world, those who ask the tech questions and those who answer them. Chances are your employees fall into both categories. That's why we offer solutions that satisfy the tech comfort zone of both groups.

We won't push features just because they exist—our system offers multiple ways to achieve the same goal, allowing you and your employees to work in the way that feels most comfortable.

In today's mobile-first world, data access on the go is a must.

isolved's personalized user experience is a consumer-grade app that exceeds employees' usability expectations and helps you retain talent. This modern experience is user-friendly, intuitive, and performance-ready on any device.

Employees and managers get instant access to the tools they need, from HR to payroll, talent and performance to time tracking. It's all built into one seamless technology. The modern user interface empowers your employees to control their information from anywhere, on any device.
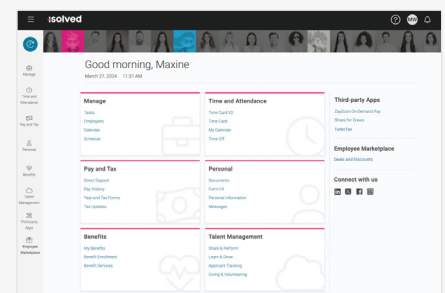
All-In-One Solutions and Services

1 Select a Solution Plan

* Calculations are based on 10 eligible employees (EE) weekly, though actual costs may vary depending on your total number of employees.

Core	Emerging with Time (EWT)	HR & Benefits (HRB)	Premium
* Starting at $6 per EE	** Starting at $10 per EE*	** Starting at $14 per EE*	** Starting at $16 per EE*

2 Select a Service Plan: Pick 1 of 6

Now that you've picked your Solution Plan, pair it with a Service Plan that best meets your needs.

Service Plans with HCM Support

Tailored support at varying levels, customized to align with your HCM Solution Plan.

Simply Payroll	CommPayHR Classic	Managed Payroll
* 20% discount to Solution Plan	** Included w/ all Solution Plans*	**Starting at $8 per employee /mo*

Service Plans with HCM & HR Support

Combining your Solution Plan with an HCM Service Plan and HR Support addresses a wider range of your company's compliance needs.

Core HR	Enhanced HR	Premium HR
*Starting at $125 / mo with solution	**Starting at $400 / mo with solution*	**Starting at $800 / mo with solution*

3 Need additional capability?

Boost your payroll and HR capabilities while delivering an improved experience for your employees.
Learn more about our Add-On Capabilities on pages 9–11.

Our Solution Plans

1 Select a Solution Plan

Calculations are based on 10 eligible employees (EE) weekly, though actual costs may vary depending on your total number of employees.

Core	Emerging with Time (EWT)	HR & Benefits (HRB)	Premium
Starting at $6 per EE	*Starting at $10 per EE*	*Starting at $14 per EE*	*Starting at $16 per EE*

Core

Payroll processing services and employment tax management alongside simple employee self-service tools and compliance solutions.

Payroll data can be submitted by your administrator via phone, email, fax, or isolved, CommPayHR's HCM platform. Employees can be paid by check or 3-day direct deposit (pending DD review). They can access pay and personal info via self-service tools online or through the isolved mobile app. Includes tracking for mandatory sick time and paid family leave.

HR & Benefits (HRB)

Adds benefit administration functionality and vital organizational workflow to the existing components of our EWT services.

From an employee's perspective, online benefit enrollment happens in real time, during annual open enrollment or after life events. Employees have full access to benefit details and decision-support tools, with the ability to make updates anytime. Both employees and supervisors can initiate HR changes, which flow through the system for HR team approval.

Emerging with Time (EWT)

Add a significant layer of employee self-service and human resources functionality onto our Core service.

This includes paperless onboarding, ensuring all new hire forms are completed and securely saved to the employee's document center before their start date. Employees can request time off, view paystubs, update personal information, and punch in/out via browser or mobile device. The plan also includes labor law poster updates for ongoing compliance.

Premium

A full continuum of tools to manage the employee journey, from hire to retire (or termination), and everything in between.

Building on the features of Core, EWT, and HRB, Premium adds electronic Carrier Connectivity for all your benefit and retirement plans. Any changes made to employee benefits in isolved are automatically transmitted to the carrier, including the effective date, eliminating the need for double data entry.

Compare Solution Plans

Calculations based on 10 eligible employees (EE). Weekly prices per EE starting at:	Core $6	Emerging with Time (EWT) $10	HR & Benefits (HRB) $14	Premium $16
Solution Plan Features				
Payroll Processing	✓	✓	✓	✓
Accrual Tracking	✓	✓	✓	✓
Basic Employee Self-Service	✓	✓	✓	✓
Employee Timekeeping		✓	✓	✓
Absence Requests and Tracking		✓	✓	✓
Human Resources/Onboarding		✓	✓	✓
Employee Eligibility Engine		✓	✓	✓
401K Connectivity		✓	✓	✓
Unique and Varied 3rd Party Integrations		✓	✓	✓
Employee Self-Service/Workflow via App		✓	✓	✓
Benefit Enrollment/Benefit tools			✓	✓
Benefit Evaluation Utility and Reconciliation Tools			✓	✓
Direct Carrier Connectivity				✓
Applicant Tracking System, Job Board Postings & Career Site				✓
Learning Management			Add On	Add On
Employee Engagement/Performance Reviews			Add On	Add On

Our Service Plans

2 **Select a Service Plan: Pick 1 of 6**

Now that you've picked your Solution Plan, pair it with a Service Plan that best meets your needs.

Service Plans with HCM Support
Tailored support at varying levels, customized to align with your HCM Solution Plan.

Simply Payroll	CommPayHR Classic	Managed Payroll
* 20% discount to Solution Plan	* Included w/ all Solution Plans	*Starting at $8 per employee /mo

Service Plans with HCM & HR Support
Combining your Solution Plan with an HCM Service Plan and HR Support addresses a wider range of your company's compliance needs.

Core HR	Enhanced HR	Premium HR
*Starting at $125 / mo with solution	*Starting at $400 / mo with solution	*Starting at $800 / mo with solution

Service Plans with HCM Support

Simply Payroll
Streamline your payroll process with our do-it-yourself solution. Efficient, cost-effective, and backed by video training - it's your path to payroll independence.

CommPayHR Classic
Experience employment excellence with our high-touch coaching and support and cutting-edge technology. Dedicated specialists, unlimited assistance, and personalized solutions - it's Human Capital Management simplified.

Managed Payroll
Elevate your payroll process with one of our experts as a key member of your team. Confidential, accurate, and timely - Managed Payroll handles the complexities while you focus on business growth.

Service Plans with HCM & HR Support

Core HR
Empower your team with Core HR - your 24/7 gateway to expert HR tools, guidance, and resources that streamline the employee journey alongside of CommPayHR Classic Service.

Enhanced HR
Revolutionize your HR approach with Enhanced HR - your strategic ally providing expert guidance, custom action plans, and dedicated monthly support to transform workforce challenges into business wins.

Premium HR
Experience HR excellence with Premium HR - your all-encompassing solution. From customized policies to expert coaching, we're your dedicated partner in building a thriving, compliant, and employee-centric organization.

Compare Service Plans with HCM Support

	Simply Payroll *20% discount to Solution Plan	CommPayHR Classic *Included with all Solution Plans	Managed Payroll *Starting at $8 per employee /mo
Customer Service & Support Specialist (CSSS) Access			
Varying levels of dedicated support to fit your business needs.	✔ Self-Service Payroll; No Dedicated Support Specialist; once/month check-in support	✔ Dedicated Support Specialist to support use of isolved technology or payroll process; Client is primary user	✔ Dedicated Support Specialist to support use of isolved technology or payroll process; this person acts as your in-house payroll person, allows limited use/access of tech for client
Training			
Range of training options designed to ensure you and your team are fully equipped to use our solutions effectively.	✔ Initial training by CommPayHR specialist, remaining training is self-service video training	✔ First access training/ payroll training/other trainings dependent upon Solution plan level (Core, EWT, HRB or Premium)	✔ First access training/ payroll training/other trainings dependent upon Solution plan level (Core, EWT, HRB or Premium)
Account Management Check-Ins/Visits			
To ensure your ongoing success, we offer regular account management check-ins or visits tailored to your needs.	✔ Biannual	✔ Biannual	✔ Biannual

Compare Service Plans with HCM & HR Support

	Core HR	Enhanced HR	Premium HR
	* Starting at $125 / mo with solution	* Starting at $400 / mo with solution	Starting at $800 / mo with solution
Cost Calculators			
Cost Per Hire	✓	✓	✓
Employee Turnover	✓	✓	✓
OverTime	✓	✓	✓
Absenteeism	✓	✓	✓

Additional Calculators including ACA Safe harbor and ACA Full Time Equivalent!

	Core HR	Enhanced HR	Premium HR
Tools			
Commonwealth Compliance Center	✓	✓	✓
Human Resources Systems Tools for Tracking Employee Events	✓	✓	✓
Smart Employee Handbook Builder	✓	✓	✓
Job Description / Employee Classification	✓	✓	✓

Additional tools including Minimum Wage Map, Salary Comparison Tool, Onboarding Templates, and more!

	Core HR	Enhanced HR	Premium HR
Training & Resources			
Annual HR Assessment	✓	✓	✓
Core Courses for Learning	✓	✓	✓
HR Compliance Library	✓	✓	✓
State Mandated Harassment Training Compliance	✓	✓	✓

	Core HR	Enhanced HR	Premium HR
Reporting & Compliance			
Employment Law Updates and Custom Alerts	✓	✓	✓
I-9 Compliance		✓	✓

	Core HR	Enhanced HR	Premium HR
HR Support			
HR Experts	✓	✓	✓
Annual Check-in with HR Specialist - Handbook Updates, Work Location	✓		
Quarterly Check-in with HR Specialist - Handbook Updates, Work Location		✓	✓
Monthly Progress Report		✓	✓

Additional tools including Onboarding/Offboarding support, Custom Employee Handbook/Job Descriptions, and more!

Add-Ons

The following programs can be added to most of Commonwealth Payroll & HR's bundles to meet the specific needs of your business and employees. While each comes at an additional cost, some bundles may already include certain elements listed below.

Pre-Employment

isolved Attract & Hire

Attract & Hire is a fully integrated Applicant Tracking System (ATS) that can host your website's career page, manage applicants and open requisitions, handle background checks, and streamline offer letters and assessments. It seamlessly integrates with Commonwealth Payroll & HR's employee onboarding process.

eVerify Integration

During the Employee Onboarding process, submit and receive employee verifications through the USCIS right into our system.

Work Opportunity Tax Credit (WOTC)

While onboarding new employees, deploy the data tracking process necessary to take advantage of direct tax credits available to your company based on key employee demographics.

Payroll-Related

Managed Payroll

Ideal for companies that want to fully outsource payroll processing to Commonwealth Payroll & HR, ensuring confidential payroll data remains secure and out of employees' hands. This service is perfect for busy CFOs or Controllers with limited internal resources to delegate payroll tasks.

New Tax Registration Coaching

Expanding your workforce across multiple states? Our coaching provides valuable guidance on how to get your company properly registered for tax purposes when hiring employees in new states.

TotalCheck Managed Net Pay Account

For employers issuing numerous paper checks, this service draws checks from an account owned and managed by Commonwealth Payroll & HR, featuring fraud protection controls. It eliminates the need to track outstanding checks in your payroll journal entries.

Benefit Admin-Related

Carrier Connectivity

Eliminate double data entry by electronically submitting employee benefit enrollments and changes directly to your plan carriers. Any updates made by you or your employees in isolved are automatically transmitted.

Retirement Plan Submission Services

Tired of manually submitting 401(k) or other retirement plans through spreadsheets or online forms? Let Commonwealth Payroll & HR handle it for you quickly and automatically.

ACA Compliance Toolkit

For companies with over 50 full-time equivalent employees, tracking health insurance eligibility under the ACA and meeting year-end reporting requirements can be challenging without the right tools. Our platform includes built-in ACA reporting and data access tools to simplify compliance.

Add-Ons (Continued)

Time-Related

Project-Based Timekeeping

If you're an employer seeking efficient ways to track employee time across different locations, clients, or projects, Commonwealth Payroll & HR offers a variety of tools that allow employees to easily capture this information electronically. Once entered, the data is seamlessly integrated into payroll for accurate allocation.

Punch Data Collection Methods & Equipment

Most employers seek efficient ways for employees to clock in and out. Commonwealth Payroll & HR offers a range of options and equipment, from proximity card-based punching to mobile device time tracking, making it easy for employees to record their hours accurately.

Geofencing

If employees are punching in remotely via mobile or cellular devices, it's essential to verify they are at the actual work location. Geofencing technology ensures punches are made within the designated area.

HR-Related

isolved Learn & Grow

Commonwealth Payroll & HR's Learning Management System (LMS) enables the creation of tailored online coursework for employees based on role, seniority, and location. Administrators can select from 150 of our most popular courses and explore our marketplace for additional content not included in the core offering.

isolved Share & Perform

Our employee engagement and performance management tool designed to foster collaboration, communication, and development within organizations. It allows employees to share ideas, track goals, receive feedback, and engage in performance reviews, all within one platform.

Employee/Management Training Topics

Depending on your state's requirements, your company may be mandated to provide employee or supervisory training. Commonwealth Payroll & HR offers a variety of solutions to meet these needs, both through in-house resources and partnerships with HR experts.

HR Staff Augmentation

Boost your HR capabilities with tailored staff augmentation services. From culture-building tools and learning management systems to recruitment and onboarding, we provide the expertise you need. Whether enhancing a specific HR function or needing comprehensive support, our flexible solutions adapt to your unique business needs.

Projects/Engagements

Designed for targeted HR initiatives, these short-term engagements address specific needs like conducting HR GAP analyses, onsite project management, compensation studies, safety action plans, and workplace investigations. Ideal for companies seeking focused expertise to drive change, enhance safety, or manage transitions.

EmployAide by CommPayHR

Streamline HR tasks with our self-service platform for employees. Employees get direct access to an HR specialist for help navigating their app, from onboarding to complex benefit questions. EmployAide provides the human touch so you can focus on your business.

Professional Services

Our professional services provide comprehensive support for major HR undertakings. From managing client projects like HCM platform changes to implementing benefits enrollment, we offer project oversight, coaching, and in-person training to ensure smooth, successful execution.

Add-Ons (Continued)

Partner Provided Employer Services

At CommPayHR, we connect our clients with industry-leading partners who specialize in their respective fields. These partners are carefully selected for their expertise and shared commitment to exceptional customer service, ensuring their values align with ours. Our strong relationships with these providers allow us to facilitate smooth communication and deliver outstanding results for our clients.

Pay-as-you-Go Worker's Comp

For companies seeking solutions where premiums are tied directly to each payroll processed and funded accordingly, Commonwealth Payroll & HR offers a range of options. We provide both direct solutions and tailored reporting as needed for a variety of industries.

Employee Group Benefits

We offer customized ancillary benefits like health, dental, vision, life, and disability insurance tailored to your employee group across various locations. These benefits are provided through CommPayHR's trusted partners, while benefit administration is delivered by us using isolved.

401K and Retirement Services

With many states now requiring retirement plans, it's wise for all businesses to offer some type of solution whether it's state mandated or not. CommPayHR connects you with our preferred and trusted retirement providers, guiding you through the many options available to simplify what can be a daunting process.

COMMONWEALTH PAYROLL & HR

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→ sales@commpayhr.com

In today's mobile-driven world, on-the-go data access is essential.

Commonwealth Payroll & HR is one of the most experienced isolved Certified Network Partners, having utilized the platform since 2010. With over a decade of expertise, our team's proficiency in isolved surpasses that of our competitors, delivering better results and a deep commitment to client service.

While isolved powers over 6 million employees across hundreds of thousands of employers, it's the expertise and experience of partners like Commonwealth Payroll & HR that make the technology truly work for businesses.