

## Deltek Costpoint Hot Fix Readme

*Release Date: January 10, 2020*

### Massachusetts Paid Family and Medical Leave Reporting

As stated by the Massachusetts Department of Family and Medical Leave, "Beginning Oct. 1, 2019, most Massachusetts employers will be required to make payroll withholdings on behalf of their workforce in compliance with the Paid Family and Medical Leave law. These withholdings are based on contribution rates set by the Department of Family and Medical Leave to fund the administration of benefits."

The State of Massachusetts Paid Family and Medical Leave program allows the following:

- Up to 12 weeks to care for a family member
- Up to 20 week for an employee's own illness
- Up to 26 weeks to address needs related to a family members impending military deployment

The tax that pays for the program begins 2019 and the leave will be available beginning 2021. The program's benefits are to be calculated as a percentage of the employee's wage, up to a maximum of 64 percent of the state's average weekly wage.

Following the end of each calendar quarter, every employer and covered business entity and any self-employed individual who has elected coverage shall file an employment and wage detail report and payment for their contribution through the MassTaxConnect system on or before the quarterly filing deadline established by the Massachusetts Department of Revenue.

To allow employers to comply with the state requirements, this release adds an application that generates a file for reporting Paid Family and Medical Leave. You can find this new screen in **People » Leave » Leave Reporting » Create Quarterly Family and Medical Leave File**. Other related screens are also updated for storing Paid Family and Medical Leave data.

**Warning:** Before using the new application, you need to set up the Massachusetts State Family and Medical Leave deduction code and assign it to eligible employees. You must ensure to set up only one deduction with a deduction type of **MAPFML**; otherwise, Costpoint may not report the taxable wages correctly.

Please refer to the online help of the Create Quarterly Family and Medical Leave File screen for details on how to set up your data before generating the report.

### Application Updates

#### Create Quarterly Family and Medical Leave File (LDPPFML)

Use the Create Quarterly Family and Medical Leave File screen to generate a file for reporting Paid Family and Medical Leave to the Massachusetts Department of Revenue.

## Manage Deductions (PRMDED)

A new Paid FML tab on the Manage Deductions screen provides fields for entering Paid Family and Medical Leave data for Massachusetts. To track Massachusetts paid family and medical leave, you must set up a deduction with a deduction type of **MAPFML** on this screen.

## Print Data Dictionary Report (SYRDD)

The Print Data Dictionary Report now provides information for the following new fields on the Deduction Code Corporate (DED\_CD\_CORP) table which were added for storing Paid Family and Medical Leave data:

- Massachusetts PFML Account ID (MA\_ACCT\_ID)
- Massachusetts Medical Leave Contribution % (MA\_ML\_CNTRB\_PCT)
- Massachusetts Employee Medical Leave Share % (MA\_ML\_EMPL\_PCT)
- Massachusetts Family Leave Contribution % (MA\_FL\_CNTRB\_PCT)
- Massachusetts Employee Family Leave Share % (MA\_FL\_EMPL\_PCT)

## System Requirements

This enhancement requires the following Costpoint 7.1.1 releases:

- Costpoint 7.1.1 System JAR 059
- PATCH3714
- PATCH3730

## Application JAR Requirements

The following table lists the Costpoint 7.1.1 screens affected by this update. It includes the required JAR version for each application, if applicable.

Domain	Module	Application ID	Application Name	Application File
People	Leave	LDPPFML	Create Quarterly Family and Medical Leave File	cp711_ldppfml_001.zip
People	Payroll	PRMDED	Manage Deductions	cp711_prmdded_005.zip

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## Custom Programs Affected

Sometimes an update can cause custom programs and reports to stop working as expected. Before applying this update, consider whether you have any custom programs or reports in the application area affected by the update. If so, contact Deltek Support Center at <https://deltek.custhelp.com> before you install the update.

## To Download the Hot Fix/Feature Update

1. From Internet Explorer, go to <https://dsm.deltek.com>.
2. Click **Run Deltek Software Manager**.
3. Log in using your Deltek Support Center credentials.
4. In the left pane of the Deltek Software Manager, expand your Deltek product.
5. Expand the Hot Fixes folder for your product, and select the update to download.
6. Click **Download** at the bottom of the screen.

## To Install the Hot Fix/Feature Update

Refer to the installation instructions posted on Deltek's Support Center site, <https://deltek.custhelp.com>.

- For Costpoint 7.1.1 updates, refer to Knowledge Base article 79232.
- For Costpoint 7.0.1 updates, refer to Knowledge Base article 73769.
- For Costpoint 7.0 updates, refer to Knowledge Base article 67722.

Before you install this update, please review all previous updates in the Knowledge Base article. You may need to install prerequisite programs or database patches (described in the Knowledge Base article) prior to installing this update. Note that when you download an update using Deltek Software Manager (DSM), all dependent files are automatically downloaded.

## To Check to See if the Hot Fix is Installed

1. Open the application that was updated.
2. Click **Help » About Costpoint** from the Costpoint toolbar. This will display a screen that shows you the latest update JAR for the application that is open, as well as the latest system JAR and all patches applied to the system.

## To Check to See if the Feature is Installed

1. Click **Help » About Costpoint** from the Costpoint toolbar.
2. Open the Features subtask and click the Feature that was just installed.
3. Open the Applications subtask. Check the list of applications and their corresponding application jars and see if they are correct and have been successfully deployed (highlighted in green).
4. Open the Patches subtask. Check the list of patches and see if they are correct and have been successfully deployed (highlighted in green).

**Note:** Most of the features installed have their corresponding patches, but not all.

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## Appendix: For Additional Information

### Deltek Support Center

The Deltek Support Center is a support Web site for Deltek customers who purchase an Ongoing Support Plan (OSP).

The following are some of the many options that the Deltek Support Center provides:

- Search for product documentation, such as release notes, install guides, technical information, online help topics, and white papers
- Ask questions, exchange ideas, and share knowledge with other Deltek customers through the Deltek Support Center Community
- Access Cloud-specific documents and forums
- Download the latest versions of your Deltek products
- Search Deltek's knowledge base
- Submit a support case and check on its progress
- Transfer requested files to a Customer Care analyst
- Subscribe to Deltek communications about your products and services
- Receive alerts of new Deltek releases and hot fixes
- Initiate a Chat to submit a question to a Customer Care analyst online

**Attention:** For more information regarding Deltek Support Center, refer to the online help available from the Web site.

### Access Deltek Support Center

**To access the Deltek Support Center:**

1. Go to <https://deltek.custhelp.com>.
2. Enter your Deltek Support Center **Username** and **Password**.
3. Click **Login**.

**Note:** If you forget your username or password, you can click the **Need Help?** button on the login screen for help.

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