

Transition from Payment Summaries to Single Touch Payroll

Transition to Single Touch Payroll

Key Message

Effective from financial year ending 2019/20 Payment Summaries *will not be issued* to NSW Health employees as we have moved to *Single Touch Payroll (STP)* as per the Australian Taxation Office (ATO). This also means that 2019/20 Payment Summaries will not be available via StaffLink.

What is Single Touch Payroll?

Single Touch Payroll is an Australian Government initiative that changes the way employers are required to report employee tax and superannuation information to the Australian Tax Office (ATO).

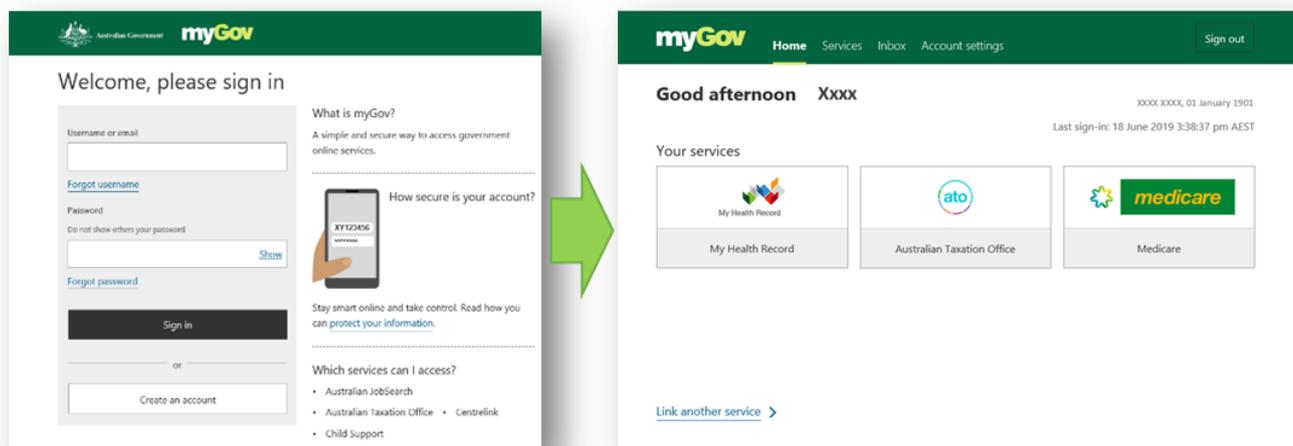
The change means that employers will now send employee tax and super information to the ATO each time pay is processed.

There is no change to the way employees receive their pay.

NSW Health has moved to Single Touch Payroll
for the 2019/2020 financial year

What does Single Touch Payroll mean as an employee?

- Single Touch Payroll does not change the way you are paid, only the way tax and superannuation information is reported to the ATO
- Each time you are paid, your year-to-date (YTD) salary and wage information, pay as you go (PAYG) withholding and superannuation information will be updated in ATO online services
- You can view your YTD information in ATO online services via a [myGov](#) account
- You will no longer receive a Payment Summary from NSW Health. This also means that 2019/20 Payment Summaries will not be available for view via Employee Self Service (ESS)
- At the end of the 2019/2020 financial year, you will receive your payment summary information in your myGov account and it will be called an 'income statement'. If you use a tax agent, your agent will also have access to this information
- myGov is a secure way to access government services online with one login and one password. It's easy to set up and manage a myGov account using either a mobile number or email address to sign in.



What information will be reported to the ATO?

Each time your pay is processed, your employer will send your year-to-date (YTD) tax and superannuation information to the ATO. You can then view this information in your individual myGov account at any time throughout the financial year.

How can I access my payment summary information for 2019/20 financial year?

At the end of the 2019/2020 financial year, your payment summary information will be available in myGov and will be called an 'income statement'.

You can also access your income statement through your registered tax agent or by contacting the ATO to receive a copy.

For more information around the change to 'income statements' please refer to the *Single Touch Payroll - Income statement differences* factsheet.

Why does my year-to-date (YTD) information look different in myGov?

Year-to-date (YTD) information is a total of the payments made by your employer since the start of the financial year.

It may take a few days for your YTD information to be updated after you are paid. This means that the information you see in ATO online services via your myGov account may not always match what you see on your payslip.

There may also be a difference between your YTD information on your payslip and the YTD information in myGov due to reported earnings such as allowances or lump sum payments.

Why can't I see my year-to-date (YTD) information in myGov?

If you have not provided your Tax File Number (TFN), you will not be able to view your year-to-date (YTD) information in your myGov account. This is because the ATO will not be able to match your details.

You can update your TFN in [StaffLink](#), which will then be sent to the ATO in the next pay cycle. Your myGov account will then be updated with your ongoing YTD salary and wage information.

Why is my superannuation amount different on my income statement?

Superannuation funds also report your superannuation contributions in your myGov account. These amounts may not equal your income statement as superannuation fund reporting requirements are different to Single Touch Payroll information.

At the end of the financial year, your income statement will include superannuation guarantee charge (SGC) and reportable employer superannuation contribution ie. salary sacrifice to superannuation (RESC).

More information

The following links provide more information on Single Touch Payroll and myGov:

- [Single Touch Payroll for employees](#)
- [Sign in to myGov](#)
- [Accessing your payment summary for 2019/20 financial year](#)