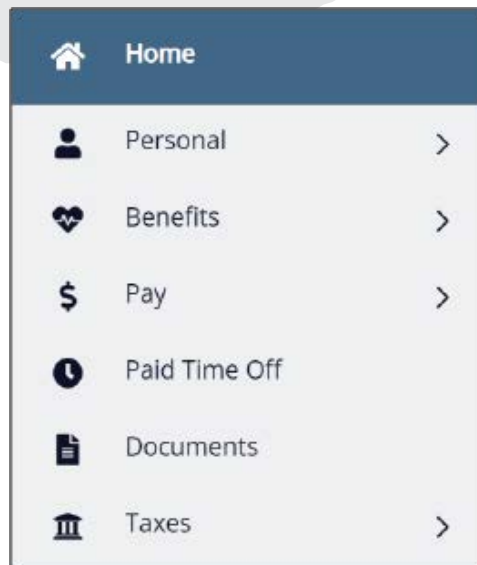


# Employee Portal (EP)

We are happy to announce our new Employee Portal (EP). The employee portal is the easiest way to access your pay stubs, W2s, benefits, and basic employee profile.

You may access your new employee portal account through a web browser on a computer or smart phone at the following link:

<https://epy-ep.prismhr.com/>



## Navigation Bar

### Personal

The Personal menu contains your basic employee information.

### Benefits

The Benefits menu will you to review your benefit enrollment information.

### Pay

The Pay menu contains your payroll history and direct deposit information. The Payroll History sub-menu can be used to print pay stubs.

### Taxes

The Taxes menu can be used to review your withholding information and print your W2 and 1095-C's at the end of the year.