

COATS

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Standard Updating WA Paid Family Medical Leave

Revised December 2022

SITUATION: Updating the WA Paid Family & Medical Leave Insurance

SITUATION: You need to ensure that WA Paid Family & Medical Leave Insurance is withheld from employees' paychecks for 2023.

This is based on a Taxable Wage Limit of \$160,200 and an employee rate of 0.7276 of 0.8% for 2023.

STEPS:

- 1) Click on **Maintenance**.
- 2) Click **Codes and Tables**.
- 3) Click **Local Tax Table**.
- 4) Click **Edit**.
- 5) In the **CODE** field, locate: **UNWA**
- 6) In the **Tax_Max** field, update to be **932.49**
- 7) In the **Percent** field:: **0.72760**
- 8) In the **Res %** field: **0.00800**
- 9) In the **LOCALITY** field: **WA PAID LEAVE**
- 10) **X** out of all screens.