

Miter User Guide: Employee Navigator Integration

Getting Started

Miter and Employee Navigator have partnered to develop an integration that includes the synchronization of certain demographic and deduction data. This guide consists of an overview of the integrated fields, as well as steps to complete within Miter for the setup of the integration.

This guide should be reviewed in conjunction with the Employee Navigator Payroll Integration User Guide.

Miter's benefits product has a first party integration with EmployeeNavigator, allowing you to configure employee benefits and post-tax deductions in EmployeeNavigator and have those changes propagate back into the Miter system.

If you would like to learn more about EmployeeNavigator, check out their [website](#).

Connect Miter with EmployeeNavigator

1. If the EmployeeNavigator is enabled for your company (**only for beta customers**), you can navigate to HR > Benefits > [Integrations](#).
2. Click on the "Setup plan" button for the EmployeeNavigator integration
3. You will be redirected to the EmployeeNavigator onboarding page. If you have any questions about this page or plan setup, reach out to your EmployeeNavigator success manager or go to their [help center](#).
4. Once you finish setting up, your plans will populate on the [benefits](#) and post-tax deductions table!

EmployeeNavigator benefits cannot be edited in Miter. They can only be edited directly in the EmployeeNavigator user interface on their website.

Exchanged Fields:

Demographic Data:

Miter Field Name	Employee Navigator Field Name	Direction of Exchange
Employee ID	Payroll ID	Payroll to EN - only
SSN	Employee SSN	Payroll to EN - only
First Name	First Name	Bi-directional
Middle Name	Middle Name	Bi-directional
Last Name	Last Name	Bi-directional

Date of Birth	Date of Birth	Bi-directional
Start Date	Hire Date	Payroll to EN - only
End Date	Termination Date	Payroll to EN - only
Rate Changed At	Salary Effective Date	Payroll to EN - only
Pay Type	Compensation Basis	Payroll to EN - only
Pay Rate	Annual Base Salary	Payroll to EN - only
Pay Rate	Base Hourly Rate	Payroll to EN - only
Address	Address	Payroll to EN - only
Title	Job Title	Bi-directional
Primary Email value	Email	Bi-directional
Phone	Phone	Bi-directional
Gender	Sex	Bi-directional

Deduction Data

Employee Navigator will be the system of record for employee recurring deductions moving forward. This includes employee per-pay costs, effective dates, and end dates. You will have to key your existing deduction codes into Employee Navigator for the initial setup of the integration, to access a list of your deduction codes in Miter, go to **Company > Integrations > Employee Navigator > Configuration**.

Generating Reports for Demographic and Deduction

Audit Demographic Audit Report

To pull and download your EN Demographic Audit Report from Miter, go to **Company > Integrations > Employee Navigator > Reports > Demographic Audit**.

Deduction Audit Report

To pull and download your EN Deduction Audit Report from Miter, **Company > Integrations > Employee Navigator > Reports > Deduction Audit**.

Audit Trail Reports, Exception Processing, etc.

For viewing the history of any changes to an employee or their deductions, reach out to Miter support for help with this request. You can also view the Transmission Dashboard from within EN to view their transmissions/changes in Miter.