

## **Nonrecurring Element/Recurring Element**

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The ***Nonrecurring Element*** and the ***Recurring Element*** ACT document reasons are identified as ***Element Type*** ACT documents.

**Nonrecurring Element** ACT documents are used to compensate employees/trainees for specific duties or activities. For a listing of available pay elements on a Nonrecurring Element ACT document go to the Financial Affairs webpage. Copy and paste the link into URL:

<http://financialaffairs.uab.edu/content.asp?id=303268>

For more details on nonrecurring element payments, refer to the Payroll Services website. Copy and paste the link into URL:

<http://financialaffairs.uab.edu/content.asp?id=144343>

**Recurring Element** ACT documents are used primarily by departments who offer payroll deduction as a means of paying for UAB services this includes:

- School of Optometry
- Hospital Auxiliary
- Campus Recreation Center
- Athletics

**Recurring Element** ACT documents are also used to cost **Average Flat Rate** charges on ***Post Doc Trainee's (20)*** to a designated GL account. For detailed Average Flat Rate charges copy and paste the below link into the URL:

<http://postdocs-uab.infomedia.com/content.asp?ID=235384>

### **Quick Links:**

Copy and paste link into URL to access the website:

#### ***Payroll Services - Nonrecurring Element Payments***

<http://financialaffairs.uab.edu/content.asp?id=303268>

#### ***Cost Analysis -- Average Flat Rate***

<http://postdocs-uab.infomedia.com/content.asp?ID=235384>

#### ***Cost Analysis -- Composite Fringe Benefit Rates (CFB)***

<http://uabfinancial.infomedia.com/content.asp?id=239062>

#### ***Payroll Services – Development and University Programs***

<http://uabfinancial.infomedia.com/content.asp?id=239121>

#### ***HRM Policy 130 – Special Payments***

<http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail>