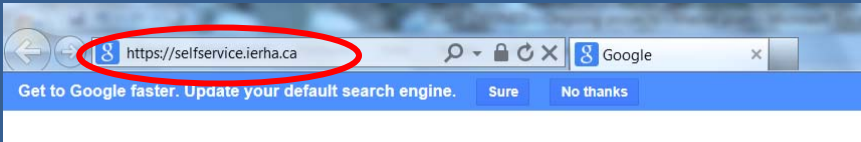


# Your Guide to Viewing Pay Statements Online

Your final printed pay statement is enclosed.

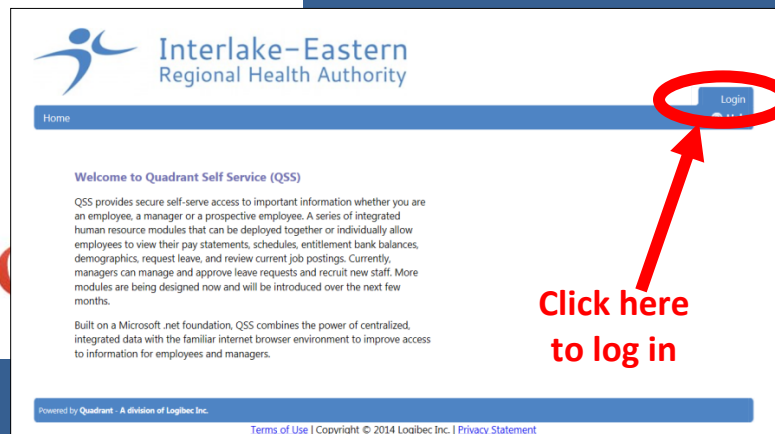
You now need to go online to view your pay statement! Here's how to do it!

1. At the top of a web page, type in <https://selfservice.ierha.ca> In the address bar.



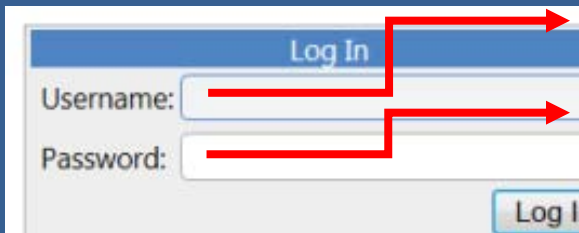
You'll come to this screen.

**Need help?**  
Contact payroll:  
1-855-866-4430



Click here  
to log in

2. Type in your user name and password to log in.



**Username:** your **firstnamelastname**

e.g.: Elizabeth F. St.Martin-King becomes: elizabethfstmartinking

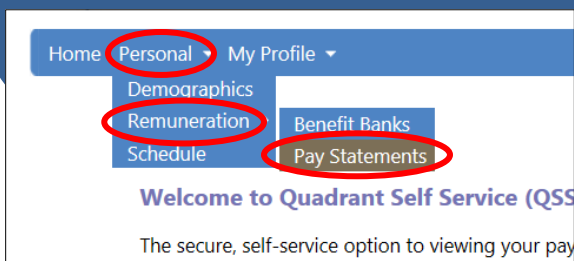
**Password:** Your password is your six digit employee number (stated as EE ID on your printed pay statement and shown as ##### below) followed by the month, day and year you were born (no spaces or punctuation): #####mmddyyyy

**E.g.:**

Your employee ID is: 123456 and you were born January 5, 1980.

Your password is: 12345601051980  
#####mmddyyyy

3. In the top menu, click on "Personal". Then "Remuneration" and "Pay Statements".



You need your employee number to log in.  
It's on your enclosed pay statement.

**Interlake-Eastern Regional Health Authority**  
*Keep for your records*

Payment Date: December 31, 2014

Period: 27 (14-Dec-2014 - 27-Dec-2014)

Reference #: EE ID: #####