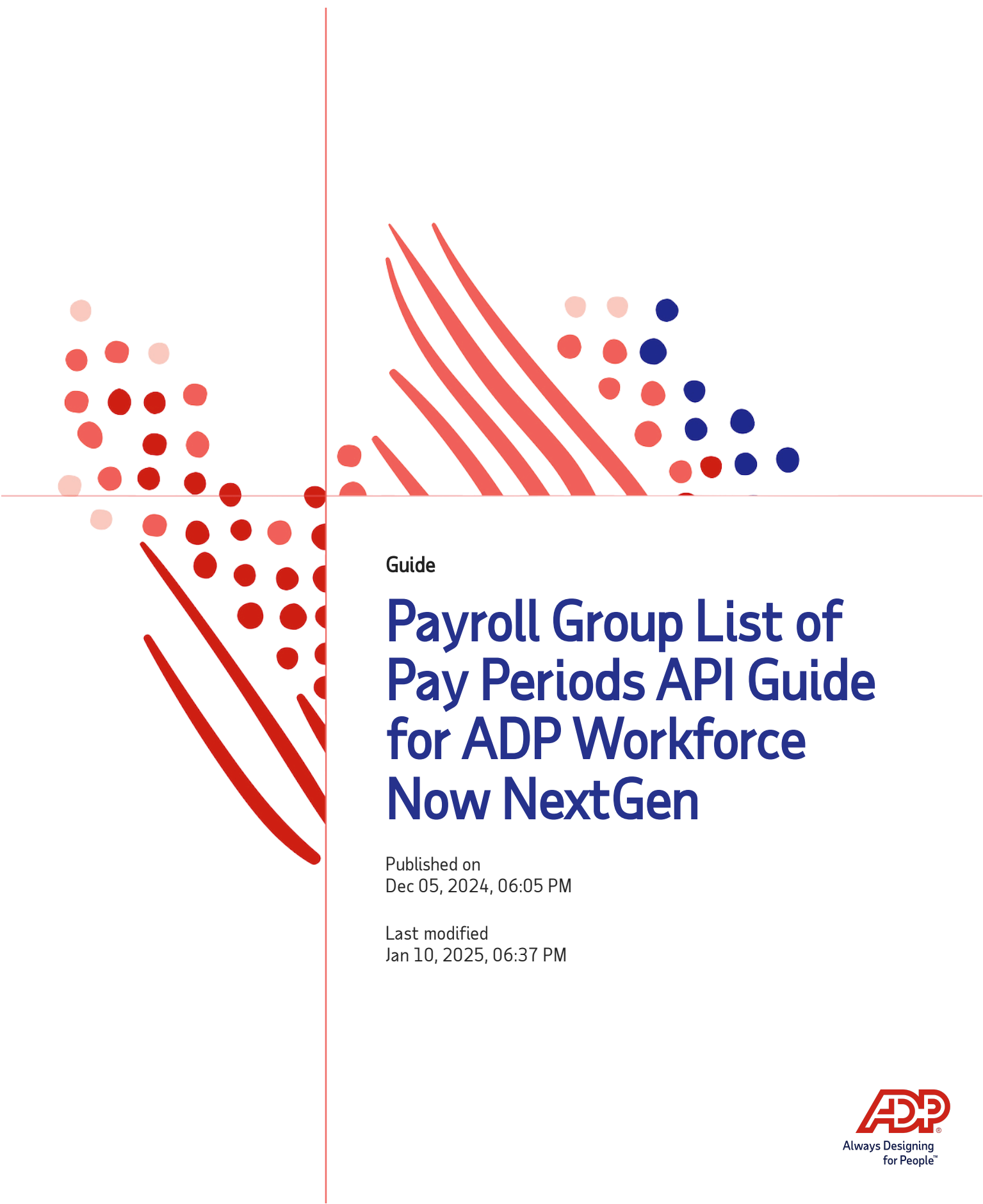




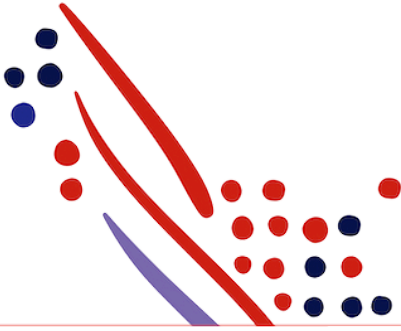
Guide

Payroll Group List of Pay Periods API Guide for ADP Workforce Now NextGen

Published on
Dec 05, 2024, 06:05 PM

Last modified
Jan 10, 2025, 06:37 PM





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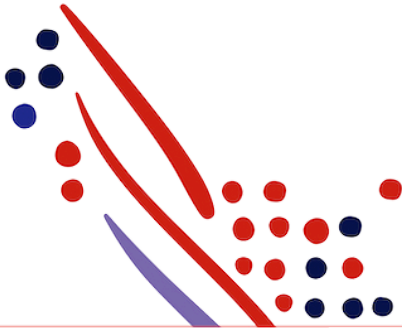


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About this API

Summary

The Payroll Group List of Pay Periods Application Programming Interface (API) enables you to build a data connector application for clients to retrieve the list of pay periods for pay groups. With this API, you will be able to retrieve the following components:

- Payroll Group Code (Pay Group)
- Pay Frequency
- Pay Period Information:
 - Pay Period Start Date
 - Pay Period End Date
 - Pay Period Status

What's New in this Guide?

November 2024

- Initial release for Workforce Now: NextGen

Process Overview

The following table illustrates how clients use your data connector application, which is built using the Payroll Group Pay Periods API.

	Actor	Task Description
	Your application	Makes a call to retrieve all pay groups and their pay schedule information.
	Payroll Practitioner	If you are looking for a specific payroll group code pay schedule information, make note of the payrollGroupCode

Required Setup Steps

Postman Collection

Postman allows you to import a collection of APIs, created by others, so you can try them out. For more information on Postman, see [Making Your First API Call Using Postman](#).

To download API collections for the Payroll Pay Group Pay Periods API - **API Collection**

Before You Begin Using the Payroll Group Pay Periods API

The following sections document the requirements for using the Payroll Group Pay Periods API to seamlessly connect POS and time systems with the payroll worksheet in ADP Workforce Now: NextGen by eliminating the need to enter or import data manually.

API User Requirements

The API user making the request must be assigned to a profile having the following permissions:

- ADP Workforce Now menu access: **Process > Payroll Dashboard > Manage Payroll > Payroll Worksheet**
- Payroll and People Access: View and edit access to eligible Pay Groups

Data Dictionary

Payroll Group List of Pay Periods

Using the resources listed in the following table, data sent through the Payroll Group List of Pay Periods eliminates the need for the user to navigate to ADP Workforce Now: NextGen.

Schema Location	Field Name	Business Rules	Notes
payrollGroupsPayPeriods/payrollGroupCode	Pay Group Code	Required	The coded identifier of a payroll group
/payrollGroupsPayPeriods/payrollGroupDescription	Pay Group Description	Optional	The detailed description of a payroll group
/payrollGroupsPayPeriods/payScheduleID		Required	Unique identifier of the given instance of a pay schedule
/payrollGroupsPayPeriods/payScheduleName	Name of the pay schedule	Optional	
/payrollGroupsPayPeriods/payCycleCode	Pay Frequency	Optional	Frequency of the defined pay schedule that will be used to defined the pay periods, e.g. WEEKLY, BI-WEEKLY, SEMI-MONTHLY, MONTHLY
/payrollGroupsPayPeriods/payPeriods/itemID	Pay Period	Optional	Pay Period Unique Identifier
/payrollGroupsPayPeriods/payPeriods/payPeriodID	Pay Period #	Optional	Is the Identifier of the given instance of a pay period.
/payrollGroupsPayPeriods/payPeriods/payPeriodStartDate	Pay Period Start Date	Required	The start date of the pay period
/payrollGroupsPayPeriods/payPeriods/payPeriodEndDate	Pay Period End Date	Required	The end date of the pay period
/payrollGroupsPayPeriods/payPeriods/payPeriodStatus	Pay Period Status	Required	Status of the pay period open/close/skipped etc.
/payrollGroupsPayPeriods/payPeriods/expectedPayDate		Optional	The date on which the pay period is expected to be paid out based on the schedule

Chapter 2

Use Case: Retrieve All Active Pay Groups and their Associated Pay Schedules

Use Case Description

This use case retrieves all **active** pay groups and their associated pay schedules. It is commonly used in the beginning of the implementation to retrieve the clients pay groups with the goal of sending payroll input data. It will be receiving the information located from **Setup > Payroll > Payroll Schedules** page:

- Pay Group Code
- Pay Group Name
- Frequency
- Pay Period #
- Pay Period Start
- Pay Period End
- Pay Date

API Usage

Method	Uniform Resource Identifier (URI)	Description	Notes
GET	/payroll/v1/pay-schedule/payroll-groups	Returns the list of pay groups and their associated pay schedule / pay periods	

Application Scope

The canonical URI corresponding to the Payroll Group List of Pay Periods API needs to be added in the Consumer Application Registry (CAR) for the subscription following which a user can access this API and make successful API calls.

The following canonical needs to be added to your application scope to enable this use case:

/payroll/payrollManagement/payrollProcessingScheduleManagement/payScheduleManagement/payrollGroups.payPeriods.read

Supported Actors

Request Parameter roleCode Value	Usage
practitioner	System user that receives the payroll group details.

Sequence of Interactions

1. Your consumer application makes a request for **/payroll/v1/pay-schedule/payroll-groups** to the ADP API endpoint.
2. The ADP API endpoint responds to your consumer application with the meta payload.

Responses

You may encounter exceptions outside your common success scenarios. You must account for these exceptions during your initial development.

For more information, see [API Common Exceptions and Tips for Handling](#).

Response Code	Condition	messageText	Troubleshooting Tips
200 OK	Successful payload	Successful response that provides the requested list of pay periods	

Use Case: Retrieve A Specific Payroll Group Code Pay Schedule Details

Use Case Description

This use case can be used if you are looking for a specific payroll group code pay schedule details.

API Usage

Method	Uniform Resource Identifier (URI)	Description	Notes
GET	/payroll/v1/pay-schedule/payroll-groups/{group-code}	For a given payroll group, returns a list of pay periods and pay schedule details	

Application Scope

The canonical URI corresponding to the Payroll Group List of Pay Periods API needs to be added in the Consumer Application Registry (CAR) for the subscription following which a user can access this API and make successful API calls.

The following canonicals needs to be added to your application scope to enable this use case:

/payroll/payrollManagement/payrollProcessingScheduleManagement/payScheduleManagement/payrollGroup.payPeriods.read

Supported Actors

Request Parameter roleCode Value	Usage
practitioner	System user that receives the pay group details.

Sequence of Interactions

1. Your consumer application makes a request for /payroll/v1/pay-schedule/payroll-groups/{group-code} to the ADP API endpoint.
2. The ADP API endpoint responds to your consumer application with the meta payload.

Responses

You may encounter exceptions outside your common success scenarios. You must account for these exceptions during your initial development.

For more information, see [API Common Exceptions and Tips for Handling](#).

Response Code	Condition	messageText	Troubleshooting Tips
202 Accepted	Successful payload		

Chapter 4

Use Case: Receive Notifications when a Pay Period Status Changes

Use Case: Receive Notifications when a Pay Period Status Changes

Supported Event Notifications

Your application should subscribe to and process the following event change notifications to synchronize data in the event of a data change in the ADP system.

Changes that will Trigger a Notification	Application Scope
1. When the status of a payroll period changes	/payroll/payrollManagement/payrollProcessingScheduleManagement/payScheduleManagement/payrollGroup.payPeriodStatus.change.eventNotify

Chapter 5

Known Issues and Limitations

Please refer to the [ADP Workforce Now API Release Plan](#) to see if any limitation(s) are scheduled for upcoming ADP Workforce: NextGen releases.

Issue 1: Ability to Filter

Impacted APIs

Method	URI	roleCode Value
GET	/payroll/v1/pay-schedule/payroll-groups	practitioner
GET	/payroll/v1/pay-schedule/payroll-groups/{group-code}	practitioner

Description

Today, you will not be able to filter

Suggested Workaround

There are no workarounds available.