

Your Partner in Affordable  
Inmate Healthcare

# When Will We Receive our W-2 Forms this year?

ONLINE ONLY

On or Before  
January 31st

W-2 forms may be accessed online and  
as needed throughout the year

W-2

◆ User Name: Same as your  
Employee ID#

◆ Password: Last six digits of the  
Social Security # (No letters)

◆ For use only on the CPS Payroll  
Information Link at the Upper Left  
Hand Corner of the Employee tab  
on

WWW.SOUTHERNHEALTHPARTNERS.COM



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This has been the question of the Month at corporate. This year all W-2 forms will be available ONLINE ONLY no later than January 31st at [www.southernhealthpartners.com](http://www.southernhealthpartners.com). W-2's are located on the same page where employees regularly view their pay stub information and is available indefinitely. Terminated employees are still able to use the same login information as they were assigned during their employment to access this information as well but no W-2 forms will be mailed out from the corporate office. In the column to the left see the short cut instructions on username and password tips in case these have been forgotten.

