

MAKING  
**payroll**  
PROFITABLE



# QXAS PAYROLL OUTSOURCING SERVICES

[www.qxas.co.uk](http://www.qxas.co.uk)

At QXAS we're experts in payroll outsourcing for UK accountants in practice, helping them reduce cost, save time and diversify their business with minimum investment.



# QXAS Payroll outsourcing

QXAS has been providing a professional and reliable payroll outsourcing service to UK accountants since 2004. We are part of the QX group of companies with over 750 employees based in our delivery centre in India, our US office and our UK head office.



Our payroll team is committed to delivering a first class UK-standard service to our clients. This commitment is underpinned by our ISO quality and security measures, which are of high importance to us as part of an ICAEW, ACCA and Xero member firm.

We believe the outsourcing of payroll is a very effective way for accountants to reduce costs, while benefitting from specialist payroll staff to ensure your clients are compliant. So whether you are a sole-proprietorship or a multi-partner practice, we are confident that we can provide you with a competitive and cost-effective way to make your payroll a truly profitable service.

Best regards,  
[Dishant Desai](#),  
Operations Director, QXAS Ltd

---

## The case for payroll

There is a perception that payroll services are not a great investment for your practice, due in part to the specialist resources you need and the time it takes to process the payroll. Plus different pay periods and deadlines can be confusing which in turn increases the chances of making mistakes.

In short, offering payroll can look like a bad option for your practice. But that's to take the short-term, simplistic view. With the right outsourcing partner and the right processes you can turn payroll into a highly profitable service.

“Payroll is profitable if you can sell it for more than it would cost you to do it in-house.”





"We find the service offered by QXAS to be so efficient and reliable that we have set up an email inbox on our server for them so that they can directly communicate with our clients for payroll matters. For all intents and purposes, QXAS are the nyc-bmca payroll team. Nothing is too much trouble for them. I am very impressed with their processes, the accuracy of the payroll work provided, and the turnaround time, and most importantly, our clients are very happy too. The quality of support from Mitul, together with his friendliness and willingness to go the extra mile cannot be praised highly enough."

Nadeem Chundrigar, nyc Business Mentors and Chartered Accountants



## Why outsource?

- **Cost savings** - You will save a lot of money, which, in turn, means you will make a lot of money. Think long-term. It is not uncommon to reduce in-house processing costs by up to 50%.
- **Save on hiring** - You don't need to hire payroll experts in-house. Hiring is expensive, permanent staff are costly, so you can cut the associated overheads (like training) that come with it by outsourcing. With outsourcing you may not even need any expertise in-house. Plus, outsourcing removes the worry about back-ups to cover holidays, sickness, and maternity, together with the time and cost it involves.
- **Faster turnaround time.** Dedicated outsourcing companies can turn around the jobs faster as processing compliance jobs is what they do - often faster than you can. And due to the economies of scale, that leads to greater productivity.
- **Scale up or down** - You can scale your practice as fast as you like. You don't need to increase headcount or move into bigger premises to offer a payroll service. In fact, depending on work volumes, it is possible to scale down as well as up.
- **Reduce risk** - If you are running a complex payroll in-house, you will spend hours processing it and increase the risk of making mistakes. By outsourcing you will reduce your risk and also avoid fines.
- **Frees up your time** - you can focus billable time on delivering higher fee earning work, building and maintaining client relationships and growing the practice. Plus, it frees up your own managers from time-intensive recruitment, training and compliance duties, leaving time for truly strategic initiatives.
- **Peace of mind.** When you outsource, you can put your mind at rest knowing a professional company that specialises in supporting accountants is handling the bulk of the work and taking care of legislation.

"If you deprive yourself of outsourcing and your competitors do not, you're putting yourself out of business."  
- Lee Kuan Yew

## Benefits of offering clients payroll

- By adding payroll to the mix, you are selling a total package, meaning you can retain clients and improve year-long cash flow
- You will be more engaged with your clients - means stronger relationships
- You will attract new clients who want an all-in-one package



## QXAS Payroll services

Monthly/Weekly/ Fortnightly/Quarterly/ Annual payroll	Process information, create payslips and process timesheets	Process timesheets, create reports and submit to HMRC
CIS processing	Completion of statutory forms, including year-end returns, to issue to your employees and submit to HMRC	Inputting details for all employees as well as changes that might occur over the year including setting up new companies, employees and keeping up-to- date with the changes throughout the year
Completion of P11D forms including P11d, P9D, P11D(B) and P46 (car) forms	Administration of pension schemes (auto enrolment)	
RTI compliance and submissions		

## Pension auto enrolment

QXAS is fully trained on the auto enrolment process and can therefore help you with your requirements. We are not an IFA so cannot provide advice on which pension provider to choose, but we can set up your clients' employees with their chosen pension provider and manage the ongoing pension deductions.

1. Employer staging dates
2. Employee eligibility checks
3. Employee AE communications based on their eligibility
4. Choosing sophisticated payroll and AE software
5. On-going monitoring, opt-outs and refunds
6. Customer support

Download [Auto-enrolment brochure](#)





## Security of data

Data security is paramount; our scanning is undertaken in the UK so client data does not have to leave the country. We hold ISO 27001:2013 security standard for our delivery centres and also the latest ISO 9001:2008 quality certification. We are UK Data Protection Act compliant.









Watch a 3-minute film on the information security page of our website to understand how we keep our clients' data safe - [www.qxas.co.uk/about-qxas/information-security](http://www.qxas.co.uk/about-qxas/information-security).

## How does QXAS process payroll for you?

The advantages of using outsourcing become clear if you look at our process. Here's how it works, in 3 steps.

We operate two simple payroll processing models:

QXAS server	POPULAR Client server
 You send us your payroll processing request via email	 You send us your payroll processing request via email
 We process it on our software	 We process it on your server using your software
 We provide you with reports in your required format through our secure FTP server	 We save the reports there

Our turnaround time is a guaranteed 24-hours. This is crucial because payroll is timely and we have designed the process to ensure we can process it in 24-hours.



## MAKING PAYROLL PROFITABLE

At QXAS, our experienced payroll staff provide a cost-effective payroll outsourcing services to a broad range of accountancy practices from sole proprietors to multi-partner firms. We tailor our service to suit your requirements. All you have to do is provide us the necessary information and we become your payroll department. We will ensure compliance, maintain confidentiality, and take care of the legislative changes, leaving you free to grow your practice. As an ICAEW and ACCA member firm and with recent Xero accreditation, we are confident we can make payroll profitable for you.

If you'd like to find out more, drop us an email on [qxas@qxglobalgroup.com](mailto:qxas@qxglobalgroup.com) call **0870 803 1033** or fill in our **enquiry form**.

[www.qxas.co.uk](http://www.qxas.co.uk)



### Parth Prajapati

[parth.prajapati@qxas.co.uk](mailto:parth.prajapati@qxas.co.uk)  
0870 803 1033

### Bhavik Mehta

[bhavik.mehta@qxas.co.uk](mailto:bhavik.mehta@qxas.co.uk)  
0845 838 2452

### Dishant Desai

[dishant.desai@qxas.co.uk](mailto:dishant.desai@qxas.co.uk)  
0845 838 2452

**QXAS Ltd**, Castle Chambers, Off Mill Bridge, Skipton, North Yorkshire BD23 1NJ



Visit [www.qxas.co.uk/payroll-outsourcing-for-accountants](http://www.qxas.co.uk/payroll-outsourcing-for-accountants) to learn more about payroll outsourcing services.