Genesis is Providence Health System’s Payroll website. If you have questions about your payroll or how to use this system, please contact the Providence payroll department directly at (503) 215-5258.

All Employee-Self Service functions are now available to caregivers from any computer. You must login using your Providence Health System credentials and may be required to enter a verification code to prove your identity.

Following are the steps to help you set up your direct deposit to Providence FCU:

1. Go this page: [https://www.providence.org/for-employees](https://www.providence.org/for-employees)
2. Click on the **Genesis** button towards the bottom right.
3. Enter your Providence Health System User ID and Password or click the “Company Single Sign-On” button to login.
4. Once inside the Genesis system, click **Pay**.
5. Click **Payment Methods**.
6. First you must connect your bank account. In the **Bank Accounts** section, click the ![Add](https://www.providence.org/for-employees) button and enter your:
   a. Account Number
   b. Account Type
   c. Routing Number
7. Click the ![Save](https://www.providence.org/for-employees) button.
8. Next set up your Direct Deposit. In the **My Payment Methods** section, click the ![Add](https://www.providence.org/for-employees) button and enter:
   a. A nickname for this direct deposit
   b. Payment Type
   c. Payment Amount, as either a percent or flat dollar amount
   d. Bank Account
9. Click the ![Save](https://www.providence.org/for-employees) button.

Direct deposits changes may take up to 2 pay periods, so make sure to keep an eye on your accounts.