



Checking Pay Statements and T4s

NOTE: These features will be in place once the Administrative Information Management System (AIMS) has been implemented.

Employees can view their pay statements and T4s on MyConnection when Gateway Online is retired.

To view pay statements:

- Go to [MyConnection.skhealth.ca](https://myconnection.skhealth.ca) and log in to your account.
- Click on “MyServices” in the top menu.
- In the “Categories” menu on the left side of the page, click on “Human Resources”, then “Payroll”.
- Click on the “Payslips” tile to view all statements since the implementation of AIMS.

To view T4s:

- Follow the first three steps above.
- Click on the tile labelled “Year-End Documents” to view all statements since the implementation of AIMS.

PLEASE NOTE: Historical pay statements and T4s will not be transferred to AIMS. This information is available **for viewing only** in Gateway Online for three months after the AIMS implementation. After that time, historical pay statements and T4s will be available by request through MyConnection.