Users can check wage report status or view errors for wage reports submitted for their companies by a third party. This option is available only to users who have the View File/Wage Report Status, Errors, and Error Notices role in their registration profile.
Step-By-Step Instructions

1. Select “MENU” on the Social Security home page, then select Business Services to go to the “Business Services” page. On the “Business Services” page, select Log in or Use Business Services Online button to go to the “Business Services Online” page.

2. Select the Log In button on the “Business Services Online” page. The system displays the “Log In to Online Services” page.
3. Enter your User ID and Password.

4. Select the I have read & agree to these terms check box on the “Log In to Online Services” page.
   a. Select the Log In button to display the BSO “Main Menu” page.
   b. To return to the “Business Services Online” page, select the BSO Welcome link at the top or bottom of the page.
5. Select the **Report Wages To Social Security** link on the BSO “Main Menu” page. The system displays the “Wage Reporting Attestation” page.

6. Select the **I Accept** button on the “Wage Reporting Attestation” page to go to the EWR home page. To return to the BSO “Main Menu” page, select the **I DO NOT Accept** button.
7. Select the View Employer Report Status link to go to the "Employer Report Selection" page.
8. Select a **Tax Year**. The current tax year is the default value.
   a. Select the **Continue** button to go to the “Search Results” page.
   b. If there is no Report Status available, the system displays the “Search Results” page with a message.
   c. Select the **Cancel** button to return to the EWR home page.
9. On the Search Results page:
   a. Select the Status link to see an Explanation of Processing Status Code.
   b. Select the Report Details link to see the “Report Summary” page. If there is no error information available, the system displays the “Report Summary” page with a message.
   c. Select the Back to Search button to return to the “Employer Report Selection” page.
   d. Select the Print Page button to print the “Search Results” page.
TY19 Employer Report Status Tutorial

Report Details

Name: WAGE SUBMISSION COMPANY
Tax Year: 2018
Report Type: REGULAR
State: SC
Date: 8/20/2019
# of W2s: 8

W-2 Information

<table>
<thead>
<tr>
<th>Component</th>
<th>Reported</th>
<th>Processed</th>
<th>Amended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Security Wages</td>
<td>$8,909,080,090.09</td>
<td>$3,470,030,090.09</td>
<td>NOT APPLICABLE</td>
</tr>
<tr>
<td>Social Security Tips</td>
<td>$2,400,030,030.03</td>
<td>$3,400,030,030.03</td>
<td>NOT APPLICABLE</td>
</tr>
<tr>
<td>Medicare Wages and Tips</td>
<td>$1,400,030,030.01</td>
<td>$1,400,030,030.01</td>
<td>NOT APPLICABLE</td>
</tr>
<tr>
<td>Federal Taxable Income</td>
<td>$72,770,030,030.03</td>
<td>$75,770,030,030.03</td>
<td>NOT APPLICABLE</td>
</tr>
</tbody>
</table>

Error Summary

Total Errors: 1
- # Critical: 1
- # Informational: 0

Error Description: Out of Balance Over/Under - Social Security Wages
More Information: Error Details

Back to Top

Have a question? Call 1-800-432-0778 Mon - Fri 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TTY/TDD call 1-800-222-0778.

Page 8
10. On the Report Summary page:
   a. Select the Status link in the Report Details section to see an Explanation of Processing Status Code.
   b. Select the Importance link in the Error Summary section to see an Explanation of the Error Importance.
   c. Select the Error Details link to go to the “Error Details” page.
   d. Select the Back to Search Results button to return to the “Search Results” page.
   e. Select the Print Page button to print the “Report Summary” page.
11. On the Error Details page:
   a. Select the **Importance** link to see an explanation of the Action you may need to take.
   b. Select the **Online Error Reference Material** link to see Employer W-2 Filing Instructions & Information.
   c. Select the [http://www.socialsecurity.gov/employer/accuwage](http://www.socialsecurity.gov/employer/accuwage) link to see AccuWage Information and Software.
   d. Select the **Back to Report Summary** button to return to the “Report Summary” page.
   e. Select the **Print Page** button to print the “Error Details” page.
Appendix: Other pages

1. **Explanation of Processing Status Code (Submission Status) Page**: users can access this page by selecting the specific status link in the Submission Status column or the Report Status column on any error page. Here is an example of “RECEIVED”.

<table>
<thead>
<tr>
<th>Explanation of Processing Status Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>You have requested information about the RECEIVED processing status code.</td>
</tr>
<tr>
<td><strong>RECEIVED</strong></td>
</tr>
</tbody>
</table>

*Please note that you may have to close this window in order to resume your BSO session.*

You can use the File menu to close this window.

2. **Explanation of Error Importance Page**: users can access this page by selecting either CRITICAL link or INFORMATIONAL link in the Importance column on any error page. Here is an example of “INFORMATIONAL” error.

<table>
<thead>
<tr>
<th>Explanation of Error Importance</th>
</tr>
</thead>
<tbody>
<tr>
<td>You have requested information about INFORMATIONAL errors.</td>
</tr>
<tr>
<td>The error listed is INFORMATIONAL and in most instances requires no further action. This means that Social Security was able to complete processing of your submission.</td>
</tr>
<tr>
<td>However, if you received an Employer Correction Request letter (EDCOR), then you should read the information under the Description heading and provide corrections by submitting a Form W-2c. Additional resources are available on the Employer Correction Request landing page at <a href="http://www.ssa.gov/employer/edcor.html">www.ssa.gov/employer/edcor.html</a>.</td>
</tr>
<tr>
<td>You can find instructions for correcting many common errors in our Online Error Reference Material. We encourage you to use our AccuWage service to check your Form W-2 (Wage and Tax Statement) and Form W-2c (Corrected Wage and Tax Statement) files for over 200 kinds of errors before you send them to us. Visit <a href="http://www.socialsecurity.gov/employeronlineaccuwage">http://www.socialsecurity.gov/employeronlineaccuwage</a> for more information.*</td>
</tr>
</tbody>
</table>