



HR ON CALL™ members receive significant savings on other HR services, including:

- Job Descriptions
- Policy and Procedure Manuals
- Employee Handbooks
- HR Department Audits
- Supervisor Training
- Employee Surveys
- Compensation Programs
- Employee Benefit Programs
- Payroll Processing
- Outplacement
- Performance Evaluation Programs
- Affirmative Action Programs
- Harassment Complaint Investigations
- Discrimination Complaint Investigations
- Toll-free Harassment Reporting Hotline
- Management Recruiting
- Research Recruiting
- On-site Contract HR Staffing
- Candidate/Employee Assessments



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SERVICE NATIONWIDE



HR ON CALL™ provides critical human resource management support when you need it most. Like when dealing with these issues:

SELECTION AND HIRING

- Legal Interview Questions
- Pre-Employment Testing
- Background Investigations
- Employee Turnover
- Reasonable Accommodation
- Equal Opportunity Obligations
- Affirmative Action Obligations
- Record-keeping & Reporting Requirements

COMPENSATION ADMINISTRATION

- Exempt/Non-Exempt Status
- Overtime Obligations
- Internal/External Pay Equity
- Wage and Hour Obligations
- Record-keeping & Reporting Requirements

BENEFIT ADMINISTRATION

- COBRA Compliance
- HIPAA Compliance
- FMLA Compliance
- Workers Compensation Administration
- Unemployment Compensation Administration
- Record-keeping & Reporting Requirements

PERFORMANCE MANAGEMENT

- Conflict Resolution
- Performance Evaluation
- Disciplinary Actions
- Documentation Practices
- Termination Decisions
- Harassment Complaint Investigations
- Discrimination Complaint Investigations

With **HR ON CALL™** support for these and other HR issues is just a phone call away.



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