



Get your HR House in Order – with an HR Assessment

Being out of compliance is one of the biggest risks to any employer, no matter their size. To avoid potentially costly fines, you need to regularly review your policies and practices to make sure they comply with the multitude of federal, state, and local laws.

HR compliance is imperative for any business in today's competitive and legal environment. The HR "department" for a small business is usually no more than one person — and often that person is wearing many hats. While that HR representative may know a bit about everything, "learning on the job" is a frightening prospect given the constant presence and oversight by entities like the IRS, DOL, EEOC, and OSHA.

Employers who overlook compliance (intentionally or unintentionally) can find themselves facing dire consequences, such as fines, penalties, or even lawsuits - all of which can significantly affect their bottom line.

Let us help you...

- **Build a strong HR foundation.** We can help assess your current HR function by reviewing your policies and procedures, personnel files and Form 1-9 compliance, recordkeeping practices, hiring process, terminations, and more.
- **Manage the HR compliance burden.** Monitoring compliance is a time-consuming task that can strain your HR staff. Let our team of HR experts help you develop strategies to ensure you remain up to date and compliant with the vast array of regulations.
- **Find the gaps and risks.** Save your HR team hours of legal research and compliance training. After the assessment, we will deliver a personalized **Gap Analysis Report** with recommended best practices and steps your company can take immediately to ensure nothing slips through the cracks.
- **As your trusted advisor.** Our team of certified experts has over 100 years of combined experience in human resources and is always available to address your questions and concerns.

Let our HR Assessment service provide you with an objective review of your current HR policies and procedures by our experienced team. The assessment gives us the opportunity to understand your organization, your culture, and your HR processes, allowing us to identify areas of compliance risk, as well as additional areas where we may be able to assist you.

It's never too late to get your HR department in order, and we can help. To learn more about our services, please [email us](#).