

Employment Practice Services





WHAT IS IT?

- EPS is a service that is designed to help employers understand and comply with confusing and ever-changing employment laws

WHO ARE THE IDEAL CANDIDATES?

- Companies who do not have ***standard employment practices*** in place
- Companies who do not employ a human resources administrator and
- Those who do not have a resource in place to assist in complying with changing employment laws.



KEY CANDIDATE QUESTIONS

- Do you have a human resources professional on staff?
- Who takes care of your new hire paperwork?
- Does your company have a Policy & Procedure manual?



KEY CANDIDATE QUESTIONS

Continued

- Who is the person in your company that processes and certifies I-9 forms?

- Has your company ever received a no-match letter?



HOW DOES IT WORK?

- A complete employment practices risk management review is provided by Paladin Risk Management (PMR).
 - PMR evaluates what processes the employer has in place and
 - How those practices measure up against “best practices” guidelines.



SAMPLE RISK AREAS

- Employment Administration
- Termination
- Training
- Written Grievance / Complaint Procedures
- Wage & Hour

HOW DOES IT WORK? Continued

- Once the review is completed
 - A report is prepared and presented to the client
 - With recommendations for eliminating any potential risk and
 - Instituting new employment practice procedures.

WHAT SERVICES DOES PALADIN PROVIDE

- Immigration I-9, Verification & Certification
- Wage & Hour Regulation Consulting
- Background Checks & Pre-Employment Screening
- Policy & Procedure Manuals
- New Hire Orientation

WHAT SERVICES DOES PALADIN PROVIDE ?

- Safety Training
- Anti-Sexual Harassment Training
- Diversity/Sensitivity Training
- Development of New Hire Packages
- Development of Exit Packages



HOW MUCH ARE THE SERVICES?

- Fees are negotiated as part of a package/retainer or based on individual services depending on the needs of the insured.



For More information
regarding Employment Practices

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or call
818-648-3247

