

HUMAN RESOURCE SUPPORT

We know how complicated and costly it can be to navigate through the complex maze of employment laws and human resource regulations. Gain peace of mind by partnering with our partner Guardian HR and their seasoned employment attorneys and strategic HR professionals.

Sign up now at : <https://benefitcomply.com/amw-hr-services/>

HOTLINE STANDARD

The HR Hotline Subscription is a perfect supplement to existing internal resources. Gain unlimited access to expert HR consultants who will quickly answer day-to-day questions, a library of training modules, and more. **\$9.50/month**

SUBSCRIPTION INCLUDES:

- Unlimited access to an HR Hotline
- Library of 70 training modules, including harassment training
- Learning Management System
- Library of hundreds of template forms

HANDBOOK PLUS

For less than the cost of retaining a law firm to craft an employee handbook, the employer gains ongoing access to a dedicated HR consultant who will create an unlimited number of custom HR documents, including an employee handbook. They will also receive access to a library of over 70 recorded trainings, email alerts on HR regulation changes, and more. **\$95/month**

SUBSCRIPTION INCLUDES:

- Dedicated HR Consultant
- Custom review and/or creation of employee handbook and HR documents for all 50 states
- Unlimited access to an HR Hotline
- Library of 70 training modules
- Learning Management System
- Library of hundreds of template forms

LEGAL PREMIUM

Gain unlimited access to employment law attorneys as well as to a dedicated HR consultant who will handle custom handbook creation and will create and review unlimited HR documents. Also receive access to a library of over 70 recorded trainings, email alerts on HR regulation changes, and more. **\$195/month**

SUBSCRIPTION INCLUDES:

- Unlimited access to employment law attorneys
- Dedicated HR Consultant
- Custom review and/or creation of employee handbook and HR documents for all 50 states
- Unlimited access to an HR Hotline
- Library of 70 training modules,
- Learning Management System
- Library of hundreds of template forms

SUBSCRIPTION SERVICES DETAILED

HR HOTLINE

Included in all subscription levels



Unlimited access to expert HR professionals and consultants who will provide fast answers to your daily HR question.

DEDICATED HR CONSULTANT

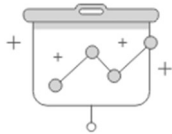
Included in plus and premium levels



A single point of contact – one who knows you and your company personally – will work with you throughout the life of your membership.

EMPLOYEE TRAINING LIBRARY

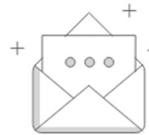
Included in all subscription levels



Provide staff with online training courses, including harassment prevention for managers and staff! You can also track their progress.

EMPLOYEE HANDBOOK

Included in plus and premium levels



Request the creation of any HR document from scratch or stay in compliance by submitting your current documents to be reviewed and updated by your dedicated HR consultant.

HR FORMS LIBRARY

Included in all subscription levels



Download 100s of up-to-date, customizable HR forms from our online template library.

EMPLOYMENT ATTORNEY

Included in premium level only



Receive expert advice from employment law attorneys about employment law procedures and documents such as employment contracts and legal letters.

TRAINING LIBRARY INCLUDED

ATTENDANCE AND LEAVE

- Bereavement Leave
- Intermittent and Reduced Schedule FMLA Leave
- Employee Attendance
- FMLA
- USERRA

EEO

- Age Discrimination Prevention
- Diversity and Inclusion
- Sexual Harassment Training
- Pregnancy in the Workplace
- Sexual Orientation and Gender Identity Issues in the Workplace
- Retaliation
- ADA: Managing an Employee with a Disability
- ADA: An Overview
- Discrimination

EMPLOYEE RELATIONS

- Avoiding Age Discrimination
- Employee Termination
- Religious Issues in the Workplace
- Whistleblowing
- Social Media
- Conflict Resolution
- Dress Codes and Appearance Policies
- Bullying and Harassment
- Probationary Periods
- Handling a Corporate Restructuring
- New Supervisor: How to Be Effective in Your Role
- Managing a Remote Team
- Job Sharing
- Managing Younger Generations
- Managing Telecommuters
- Handling Difficult Conversations
- Employee Privacy Rights

LABOR RELATIONS

- Disciplining a Union Employee
- Union Strikes
- Non-Solicitation Policies
- Union Organization Campaigns
- Union Grievances

PERFORMANCE AND DISCIPLINE

- Managing an Employee Rule Breaker
- Performance Appraisals
- Managing Poor Performance
- Employee Misconduct

RECRUITING AND HIRING

- E-Verify
- Interview Job Applicants
- Form I-9

HEALTH AND SAFETY

- OSHA Recordkeeping, Posting and Reporting
- Safety Data Sheets
- Handling an Accident
- OSHA Inspections
- Safety Attitude
- Fire Safety/Fire Drills
- Workplace Security
- Active Shooter Events
- Handling a Bomb Threat
- Monitoring Employee Use of Email & Internet

WAGE AND HOUR

- Employees Reclassified as Nonexempt
- Wage and Hour Compliance
- Employee Classification
- Independent Contractor