



# AlphaHR provides strategic solutions for addressing people-related matters while ensuring compliance with ever-changing legislative requirements.

Our package is designed to provide you with the necessary support and resources for successful HR practices that will ultimately protect your business while increasing profitability.



## Human Resources Compliance Audit & Gap Analysis

Our audit provides a comprehensive operational review of your current human resources policies, procedures, documentation and systems to identify needs for improvement. We assess whether your organization is in compliance with applicable federal, state, and local laws and regulations. We will discover risks and provide solutions on how to fix issues before it's too late.



## Job Descriptions

Current laws and regulations make it imperative for organizations to have accurate, detailed, and well developed job descriptions. They are essential not only for compliance with current laws and regulations, but also for use internally for activities such as employee evaluations, recruitment, or succession planning. We can handle the entire process from a detailed Job Analysis to the drafting of the final product.



## Human Resources Library

You'll get innovative HR tools, forms, Health Care Reform and benefits news, posters and more, including:

- Step-by-step interactive guides on hiring, disciplining and terminating employees
- A blueprint for conducting successful performance reviews at any level
- The latest on Health Care Reform and what you need to do about it
- Time-saving interactive tools including a job description builder, salary benchmarking tool, employee cost calculator and HR self-assessment modules
- More than 500 downloadable forms
- Federal and state required downloadable posters
- Up-to-date info on your state's specific employment laws



## Customized Employee Handbook Design

An employee handbook should reflect your organization's core values, mission, and vision as well as keep you in compliance with current laws and regulations. Our experienced professionals will walk you through the complex task of developing an employee handbook. We will review your current policies, as well as your wants and needs, to create a customized handbook specifically tailored to address your organizations unique challenges.



## Employee Engagement Surveys

The key to engaged teams is staying connected with your employees. Knowing what your employees truly value can significantly impact your business by improving both retention and morale. Our highly-customizable employee surveys will help you significantly improve your employee relations and reduce turnover.



### HR Policies and Forms

Why reinvent the wheel when AlphaHR has sample job descriptions, policies and other forms and checklists available to you? AlphaHR has forms such as applications, FMLA forms, performance appraisals and more.

### newsletter

### Monthly HR Newsletter including ACA & HR Email Alerts

Keep up-to-date on the latest legislation and how it will impact your business.

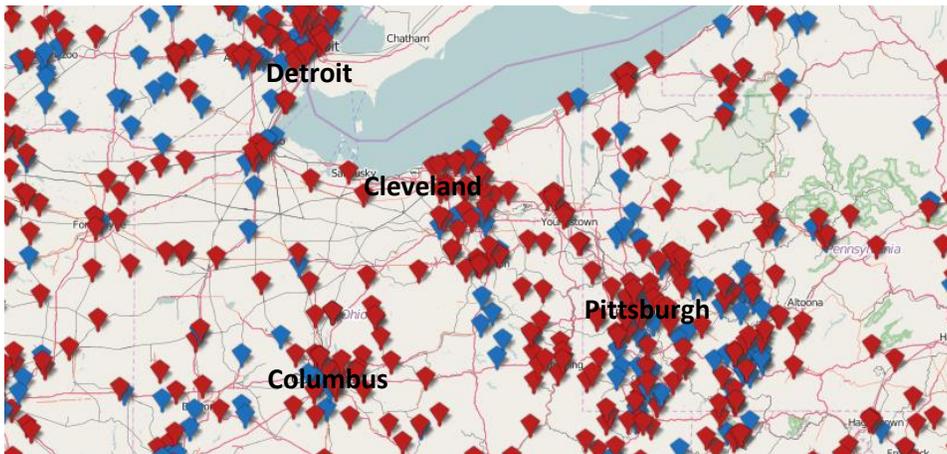


### HR Support Center

Expert guidance via unlimited telephone and email support. Our consultants will provide quick, accurate support for solving both the complex and the routine day-to-day employment issues that arise and distract you from running your business.

All consultants are industry certified and have extensive HR backgrounds.

## Avoid becoming a dot on the map!



Inspections



Violations



## Monthly Price

**\$299**

1-24 employees

**\$349**

25-49 employees

**\$399**

50-99 employees

**\$499**

100-249 employees

**Call for Quote**

250 + employees

AlphaHR is dedicated to providing expert, practical and effective HR support to ensure integrated solutions. We provide expertise on a range of disciplines to provide you with the specific skills, experience and advice needed on a day-to-day basis. Helping companies design and execute Human Resource solutions.

**We are partners to your company's success.**



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