

Emplicity Provides Peace of Mind



On Aug 19, 2017, at 11:22 AM, <Client> wrote:

As this is the first time working together on a disability request I want to check with you to make sure everything is handled well. Will you be the lead on this with anything that is needed on the our side? I'm hopeful that I personally don't need to do anything and that you got me covered.

On Aug 19, 2017, at 11:27 AM, <Emplicity HR> wrote:

Not to worry, we've got it all handled. Jackie is our LOA Admin and she and I work in tandem with the employee to get all the info we need, send required paperwork and track the leave. We also notify payroll of the beginning and end of the leave so the employee doesn't get paychecks during this time. Also, our benefits department works directly with the employee to keep insurance policies up and running and collecting premiums.

At this point, there's nothing needed on your end but we will definitely keep you posted, should we need anything. We'll also keep you in the loop regarding the timeline for the employees return or request for extension.

On Aug 19, 2017, at 11:31 AM, <Client> wrote:

Wonderful, thank you. By the way I love being with Emplicity. You are the best.



employee management made simple.

- Streamline employee management
- Reduce liability and risk
- Increase your productivity
- Attract and retain exceptional employees with unparalleled benefits

(866) 255-5510 | www.emplicity.com

PROBLEM:

Holes in your employee administration are limiting the success of your business.



The ever-increasing complexity of employee management requires you to have comprehensive, up-to-date knowledge of human resource training, payroll and accounting, regulatory compliance, risk management, and other personnel issues. Failure to adequately perform these functions leaves you open to audits, fines, penalties, lawsuits and other disastrous consequences.

As a result, you find yourself spending more and more time on managing employees, leaving less time available for what matters most — running your business.

SOLUTION:

Outsourced employee management through Emplicity™

Small to medium-sized businesses across the country are easing their administrative burdens, reducing their liability, retaining more employees, and discovering new peace of mind thanks to the cost-effective, turn-key personnel solution - Emplicity, a leading professional employer organization (PEO) since 1995.



As a professional employer, Emplicity takes a personal interest in helping your business maintain the most successful and productive employee relations. Unlike recruiting, placement, payroll and other outsourced services, our commitment and dedication extend to every aspect of employee relations, throughout the employment cycle. Our comprehensive expert resources are at your service whenever you need them, enabling you to become a great employer, managing happy and productive employees.

Managing thousands of employees in co-employer partnerships with client companies coast-to-coast, Emplicity helps businesses maintain compliance with labor regulations and control employee administrative costs. Emplicity assumes all the specialized functions of an in-house human resources department at a fraction of the associated expense, while business owners retain full control over employees' work activities.

EMPLICITY'S OUTSOURCED EMPLOYEE SERVICES INCLUDE:

- Human Resources
- Payroll and Tax Compliance
- Benefits Administration
- Workers' Compensation and Safety

HUMAN RESOURCES:

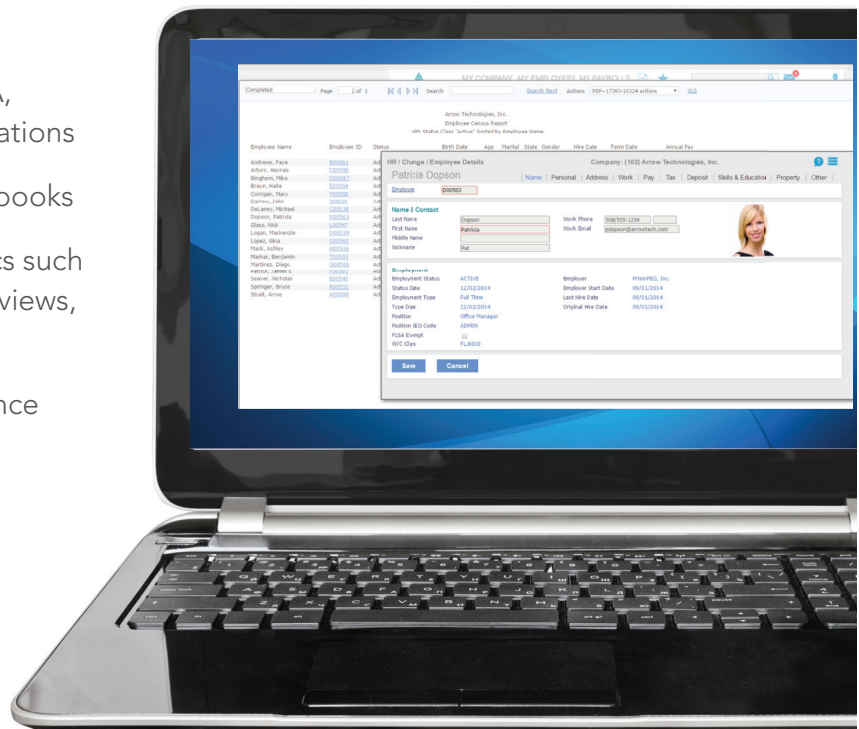
PROACTIVE PROTECTION FOR YOUR BUSINESS

The knowledge and experience to effectively manage employees takes to acquire. Unfortunately, many companies implement policies and procedures only after the occurrence of costly negative incidents. Emplicity's human resource consultants can help you identify critical areas of exposure and recommend proactive steps to safeguard your business.

EFFECTIVE POLICIES AND PROCEDURES

Only a phone call away, Emplicity's experienced HR professionals are ready to help you maximize your staff's potential at every phase of the employment cycle—from recruiting and retaining the best employees to post-separation logistics. Guaranteeing your critical policies and procedures are fully compliant with ever-changing employment laws, Emplicity can assist you with:

- Full compliance with EEOC, FMLA, FLSA, IRCA, Title VII of the Civil Rights Act, and other regulations
- Customizing and maintaining employee handbooks
- Management and supervisory training on topics such as wage and hour compliance, performance reviews, and progressive discipline
- Awareness programs for harassment and violence
- Proper hiring and termination techniques
- Assists writing job descriptions
- Screening and background checks
- Regulatory form compliance
- Drug & alcohol, physical-fitness testing
- Handling Leave of Absence unemployment claims



Emplicity's convenient online accounting lets you enter payroll and personnel information and obtain up-to-date reports anytime, anywhere—from any Web browser.

Leveraging our nationwide workforce, Emplicity qualifies you to offer superior big corporation employee benefits otherwise beyond the reach of small businesses.



EMPLOYEE BENEFITS & BUSINESS PROTECTION:

EMPLOYEE BENEFITS—STRENGTH IN NUMBERS

With quality employees in increasingly high demand, superior benefits significantly improve your ability to attract and retain the best (keepers). Unfortunately, compared to large corporations, the limited resources of most small businesses normally limit competitive employee benefits packages. By pooling thousands of employees under a common employer umbrella, Emplicity levels the playing field—allowing you to afford the extensive benefits typically offered only by Fortune 500 companies.

Emplicity's superior employee benefits include:

- Multiple HMO and PPO medical, dental, and vision plans
- 401(k) plans
- Supplemental insurance plans (FSA, HSA, term life, accident, hospitalization, short-term disability, intensive care, cancer)
- Pre-paid legal services
- Discounted entertainment tickets
- Full compliance with the Consolidated Omnibus Budget Reconciliation Act (COBRA)

BUSINESS PROTECTION—YOUR BEST INSURANCE


In today's litigious environment, employers need a safety net against potentially ruinous employee lawsuits. Emplicity's Business Protection Program provides you with the insurance you need to keep your business running even in adverse legal circumstances.

- Emplicity's Employment Practice Liability Insurance (EPLI) Policy provides legal defense and liability protection to you against claims of wrongful termination, harassment, discrimination, retaliation and many other workplace torts.
- Our Employee Dishonesty Policy offers liability protection against claims of financial loss due to employee theft, embezzlement, fraud, or other crime (conviction not required for reimbursement), with coverage extended to your customers and vendors.

On Oct 24, 2017, at 2:22 PM, <Client> wrote:

"We couldn't agree more that Emplicity has been great in handling Copyfree's benefit administration. Emplicity has been thorough, highly responsive, has great customer service, and had also introduced improvements on the enrollment forms that aided in employees' smooth enrollment process.

So thank you to your benefits team for reassuring us and continuously working on ways, as our HR partner, to improve our employees overall experience."



As your employee management partner, Emplicity insures your business operates smoothly, in full compliance with labor practices and regulations.

PAYROLL ADMINISTRATION:

REDUCED LIABILITY IN TAX COMPLIANCE

Unlike a traditional outsourced payroll company, Emplicity deposits and reports all payroll taxes under our own tax accounts, thus reducing your risk of fines, audits, and inquiries from state and federal agencies. Since we assume liability, we're highly motivated to make sure your tax payments are correct and on time!

SIMPLIFIED ACCOUNTING

Emplicity greatly reduces your administrative and accounting responsibilities with a consolidated invoice, simplifying your payroll liability for each pay period with a single line item. In addition, we offer online access to a variety of human resource and accounting tools. From any Web browser, you can search for, view and print everyday HR forms, input hours worked and other payroll information, and access employee payroll and history information, including birthday reports, employee lists, processing schedules, payroll registers, and much more—all with a click of your mouse.

ACCURATE, TIMELY PAYMENT OF WAGES

Accurate, timely payroll administration is your most essential responsibility to your employees. In addition, constantly changing government regulations require that tax monies be accurately deducted, deposited and reported—and the consequences of noncompliance can be catastrophic. As a full-service PEO, Emplicity assumes complete responsibility for payment of all wages and payroll-related tasks, including:

- Online management of payroll and personnel
- Preparation and delivery of all reports, payroll checks, and direct deposits
- Hourly, salary, commission, per diem, piecework, advances, draws
- Sick time, overtime, paid leave
- Administration of garnishments, third party payees
- Payment of federal and state withholding, F.I.C.A., F.U.T.A. and S.U.T.A. taxes
- Production and electronic filing of 941, 940, W-2, W-3, state quarterly and annual reports
- Special reports: Job costing, labor distribution, certified payroll

“Through the management of our safety program and workers’ comp claims, Emplicity helped our experience modification factor by 66%, saving us over \$50,000 per year.”

- Real Estate Service Firm Executive



WORKERS’ COMP & SAFETY:

WORKERS’ COMPENSATION—COMPETITIVE RATES AND EXPERIENCED ADMINISTRATION

Workers’ compensation insurance is one of the largest work-related expenses a business faces. It is projected that premiums will continue to rise even further in the upcoming years. By combining the premiums of hundreds of safety-conscious businesses, Emplicity delivers the coverage your business needs without the inflated rates smaller companies often encounter.

Unmanaged workers’ compensation claims can result in unnecessarily high premiums and experience modification factors. By managing all claims of workers’ compensation and conducting ongoing reporting and auditing procedures on your behalf, Emplicity’s experienced risk management team helps minimize this costly form of insurance.

PREVENTIVE MAINTENANCE

Perhaps the most effective way of combating rising workers’ compensation premiums is lowering the risk of injuries through an effective onsite safety program. Emplicity helps you further reduce workers’ compensation claims by helping you proactively implement a comprehensive safety training program, establishing a code of safe practices, and implementing a return-to-work program. Trained Emplicity personnel can:

- Implement an Injury and Illness Prevention Program covering responsibility, hazard assessment and correction, accident/exposure investigation, and record keeping
- Assist with medical treatment and claims processing
- Manage claims and implement an early intervention program to assist employees with a speedy return to work
- Provide Bloodborne Pathogens Standard
- Implement an Emergency Action Plan
- Provide Material Safety Data Sheets
- Provide Safety Training Materials
- Ensure compliance with Occupational Safety and Health Administration and other governing agencies

As your PEO provider, Emplicity offers top-tier benefit policies for your employees and relieves you from the burden and hassles of HR Management, labor compliance, payroll, and more.



Your Dedicated HR Support Center

With Emplicity's team of experts behind you, you can manage with confidence. With a dedicated HR Business Partner, plus HR Generalists and Specialists in various disciplines, you have all the support you need.



Cloud-based HR Technology & Support

MyEmplicity connects your entire organization with employee self-service and reporting capabilities to keep you productive. Enjoy Emplicity's streamlined cloud-based technology and support with integrated payroll processing, time & attendance management, and our automated new-hire and benefits enrollment solution, KickStart™.



Better Employee Benefits

Emplicity's large-group platform features health, dental, life and retirement plans that top-performing employees demand today. We partner with quality providers, including Anthem Blue Cross, Kaiser Permanente, Lincoln Financial Group, and Transamerica Retirement Services, so your employees are provided access to the best-in-class provider networks - plus we take care of the paperwork!



Worker's Compensation & Liability Protection

Maintaining sustainable levels of profitability requires an infrastructure of risk management and liability protection. With Employer Shield, our experts will provide you with the controls and measures to insulate you against the perils that threaten a safe and productive working environment.



Offices Conveniently Located | (866) 255-5510
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