

HR Compliance Support



The first level of support is for those organizations with limited HR needs that require periodic access to HR expertise for answers to questions and access to tools and guides for day-to-day HR issues.

HR Compliance Support includes:

- Unlimited access to phone and email support each month for basic and complex HR questions related to compliance and best practices, including:
 - General employee inquiries / concerns
 - Strategic advisory services: hiring, performance management, how to hire, fire, discipline, etc.
 - Support with planning or implementing new HR initiatives
- Online access to several self-service resources, including:
 - Background Screening Center: online background checks
 - Employee Handbook Wizard®: create a professional handbook online
 - HR Audit Wizard®: self-audit your HR practices
 - Job Description Wizard®: over 250 customizable job descriptions
- An extensive online collection of HR information, forms and materials, including:
 - Over 35 HR and best practice guides covering topics from ADA to Termination
 - Thousands of useful, customizable HR documents
 - Over 85 professionally-prepared policies
 - HR newsletter and alerts: timely insight, advice and strategies



Silverton Bank Advantage

Our HR Advisory Services offer organizations a variety of solutions to meet their human resource needs.

- Scalable - Designed to meet the rapidly-changing needs of your organization.
- Affordable - Less expensive than hiring additional staff.
- Flexible - No long-term contracts.
- Experts - Backed by a highly-experienced team of HR and employment law professionals.

The **SAFE** Alternative for HR Support.

For further information contact: Derrick B. Harris • Vice President, HR Advisory Services
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