



Fixed Fee Services for FMLA and ADA Compliance

FMLA AND ADA COMPLIANCE AUDIT

Each day we answer dozens of employer questions regarding compliance with these complex laws. The Family Medical Leave Act and Americans With Disabilities Act continue to be a major source of liability for employers. In our experience, non-compliance does not come from a place of willing discrimination or retaliation; but improper administration of leave procedures. This Audit will identify areas of noncompliance and help identify best practices that will minimize the risk of a lawsuit going forward. We provide this service for a fixed fee.

REASONABLE ACCOMMODATION COMPLIANCE TOOLKIT

The ADA and the laws of many states require an employer to provide reasonable accommodation to an employee or job applicant with a disability, unless doing so would cause significant difficulty, hardship or expense for the employer. In general terms, these laws require an employer to engage in an interactive process with the employee who is requesting the accommodation and the employee's treating healthcare providers. Not surprisingly, that process has several legal pitfalls that must be avoided. The documents we provide under this service provide a roadmap for navigating that process:

- A letter to the employee explaining the need for more information;
- An Employee Informed Consent Letter;
- A letter to the Employee's doctor;
- An Undue Hardship Analysis Template; and
- One half-hour of attorney time to provide further guidance on the interactive process.

We provide this service for a fixed fee.

LEAVE LAW AUDIT SERVICE

The last few years have seen an explosion of state and local leave laws, which can create compliance nightmares for employers. Companies are more concerned than ever in having policies that comply with sick leave, Paid Family Medical Leave, Parental leave, and vacation leave requirements over multiple jurisdictions. This audit can ease those concerns. You will provide your current leave policies and approval procedures, and we will evaluate your policies and practices for compliance and best practices to improve. This audit will identify areas of concern and provide suggested policy language to ensure compliance with complicated and overlapping state laws. We provide this service for a fixed fee.

As always, please contact us with any questions or concerns. We can help.