



# BASIC's Administration: A Proven Way to Reduce or Eliminate the Risks Associated with Intermittent FMLA

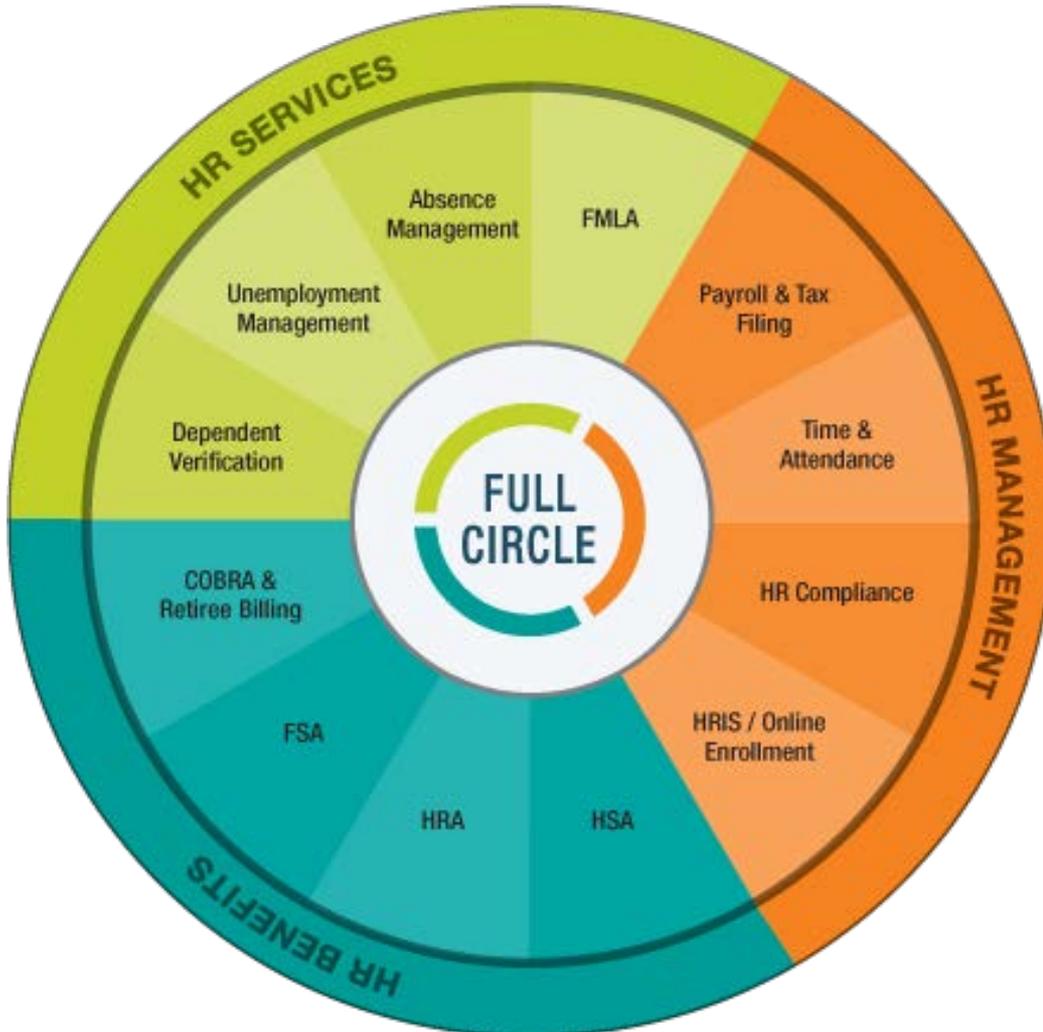
Presented by: Kaitlin VanTuinen & Jessica Ozanich



- HR Benefits
- HR Management
- HR Services

We're proud to offer a full-circle solution to your HR needs. BASIC offers collaboration, flexibility, stability, security, quality service and an experienced staff to meet your integrated HR, FMLA and Payroll needs.

# HR Solutions Come Full Circle



HR solutions should be simple.  
**Keep it BASIC.**

BASIC's integrated HR solutions come full circle for employers nationwide. Consistently recognized as an Inc. 5,000 Fastest Growing Private Company, our expertise allows you to control costs, manage risks and improve staff focus and effectiveness.



## Chronic Conditions

- Any period of incapacity or treatment due to a chronic serious health condition, which is defined as a condition that:
  - requires periodic visits (twice per year) to a health care provider for treatment
  - continues over an extended period of time
  - may cause episodic rather than continuing periods of incapacity

# Intermittent vs. Continuous leave



- BASIC statics show Intermittent leave requests typically out numbers continuous leave requests 2 to 1 for companies over 500 employees.



# Costly FMLA Lawsuits



 **Outsourcing of FMLA Administration is Growing-** over 25% increase in the last 24 months

**Reduce Payroll Cost**  
Failure to track employee absences can cost companies up to 7% of Payroll cost



**Avoid Litigation**  
BASIC's FMLA Service will help you avoid costly litigation, which averages **\$78,000**

**Avoid Costly Judgements**  
Reduce the likelihood of costly judgements which can exceed **\$1,000,000**

# BASIC's Solution: Offers Multiple Tiers of Service



## FMLA Fundamentals

*(small companies)*

- Sample FMLA employer policy
- Posting requirements
- Mandatory Notices
- DOL FMLA Certification Forms
- Quick Reference Guides
- FMLA In-House Audit/Checklist
- Comprehensive FMLA Q&A
- Online Support from BASIC's FMLA experts

## FMLA Ease

- Policy Review & Consultation
- All FMLA Notice & Document Distribution
- Eligibility & Entitlement Calculations
- Full Certification Support
- Comprehensive Reporting
- Manager Training
- Authentication and clarification
- Federal and state compliance
- 24/7 access to FMLA Dashboard
- Coordination with STD and Workers Comp

# BASIC's Solution: Offers Multiple Tiers of Service



## FMLA Ease Plus

- Interactive Voice Response (IVR) system and Web Based absence submission, gives employees 24/7 access to track their FMLA absences.
- Real time absence communication with immediate notification to supervisors.
- Direct capture of FMLA planned & unplanned absences
- Leave coordination with payroll data

## Option for Absence Management

- IVR system can be used for all planned and unplanned absences.
- Provides consistent, accurate reporting of all absences.
- When paired with FMLA Ease Plus the integrated system offers full compliance in identifying FMLA.



# Demo of BASIC's Technology



Let's take a deeper look...





**BASIC's HR Services Manager, *Jessica Ozanich*, will answer some of the prevalent questions her and her team have heard from employers across the nation.**

Questions

# Contact Us



HR solutions should be simple.  
**Keep it BASIC.**



800.444.1922  
[sales@basiconline.com](mailto:sales@basiconline.com)  
[www.basiconline.com](http://www.basiconline.com)

# BASIC's Award Winning Services



[Request a price quote or proposal for one or more of BASIC's services.](#)

- FMLA
- FSA / HRA / HSA
- COBRA
- Payroll & Timekeeping
- Absence Management

Learn more about  
BASIC's Employer  
Compliance Service

- [ERISA Essentials](#)

# Disclaimer



This presentation is designed to provide accurate information in regard to the subject matter covered. It is provided with the understanding that BASIC is not engaged in rendering legal or other professional services. If legal advice or other expert assistance is required, the services of a competent attorney or other professional person should be sought. Due to the numerous factual issues which arise in any human resource or employment question, each specific matter should be discussed with your attorney.