

# discover outsourced services



PEOPLE PLATFORMS POTENTIAL

## People Platforms Potential

### PAYROLL PROCESSING

Payroll Processing may well be the most commonly outsourced HR function. Calculating all the deductions to withhold from your employees' paychecks yourself can quickly get confusing and complicated, and you certainly don't want to make any mistakes in this area. In addition to benefit premiums, payroll deductions include wage garnishments and taxes; errors can lead to trouble with regulatory bodies. This is why many companies choose to pass off the task to the d. Team payroll consultants rather than handle it themselves.

### EMPLOYEE BENEFITS

A strong employee benefits package – one with health insurance, a retirement plan and more – can keep your current employees happy and give your company a competitive advantage in recruiting. That doesn't mean administering benefits is easy. Many companies outsource their employee benefits administration to relieve themselves of the work that accompanies researching plans and complying with benefits regulations. The d. Team will see you soon.

### EMPLOYMENT LAW COMPLIANCE

Any business needs to comply with more rules than just benefits and tax laws. You also have to follow equal employment opportunity (EEO) laws and workers' compensation regulations. Hiring the d. Team Consultants who are compliance experts can keep you in line with all EEO and workers' comp guidelines on a day-by-day basis with little to no extra work on your end.

[info@discoverppp.com](mailto:info@discoverppp.com)

[discoverppp.com](http://discoverppp.com)

### RISK MANAGEMENT

HR teams don't just oversee anti-discrimination efforts and employee relations. They minimize the risks of worst-case scenarios in these and other important employee management matters. To avoid workplace conflicts or even lawsuits, you can outsource your risk management efforts to HR experts so your team stays happy and you have less work that isn't strictly business-related.

### EMPLOYEE RELATIONS

If you lack the time to tend to employee-manager conflicts and create company policies, you may need to outsource your employee relations tasks to a third-party HR team. The d. Team can mediate conflicts and modify long-standing company policies to reflect employee concerns. As part of employee relations, your HR outsourcing company can even help you create your employee handbook.

### PERFORMANCE MANAGEMENT

Annual reviews, salary negotiations and other performance-related conversations are an inescapable part of running a business. While you'll likely want your own team to lead these conversations, you may not have the time or expertise to prepare for or work through these moments. If that's the case, outsource your performance management tasks to a third-party company. Your HR firm of choice can also help you determine your performance goals and disciplinary routes for poor performance.

### TALENT ACQUISITION

When you're eager to find that perfect new employee, you might not be as thrilled about the prospect of working through stacks of applications and setting up interviews. To take this workload off your plate, you can outsource the d. Team to oversee your talent acquisition process.

### BACKGROUND SCREENING

When hiring employees, it is always good practice to conduct background screenings and reference checks. This helps give you a clear picture of the person you are welcoming into your business. However, both these processes – especially the phone calls often involved with reference checks – can be quite time-consuming. That's why so many companies rely on the d. Team to conduct their background and reference checks.

### DRUG TESTING

Although HR experts have debated the merit of drug testing in recent years, you can still hire an HR consulting or outsourcing firm to handle this task for you. The provider you choose will walk your employees through the process, send all samples to a laboratory for testing and report the results back to you. If the results call for disciplinary action or termination, you can task the the d. Team to carry out these actions as well.

