




10 POINT HR HEALTH SCREENING FOR IOWA CLINICS

		
Do all employee have a current and fully completed I-9 form as required by law?		
Are licenses and certifications tracked accurately for renewals before they become expired per DIAL regulations?		
Are job descriptions updated, drafted to limit liability, and accurate for every position type?		
Is onboarding structured to offer training that not only supports new hires, it also speeds up new hire productivity?		
Are you prepared for OSHA to come in for an audit?		
If an employee resigns tomorrow, do you have a plan to get a new hire started and prevent down time?		
Do you get payroll done everytime, on time, and in compliance with state and national laws?		
Has your employee handbook been created or updated within the last 12 months?		
Are interviews conducted to limit liability and ensure you get the right hire for what your team needs?		
Are you spending time, that could be spent helping patients, on admin work?		
 If 3+ are an “x”, maybe it’s time for HR support. Visit us at www.if-hr.com/contact-us to see if IFHR is right for your clinic		