



# THE BARRINGTON LAKES GROUP

presents a Custom Employee Policies compliance system

## Custom Employee Policies Program

The *Custom Employee Policies Program* will give your practice the most effective and consistent employee policies compliance system available to physician practices. The policies in the *Custom Employee Policies Program* integrate specifics of your practice's operations with the appropriate regulatory requirements. This comprehensive program includes:

- A complete set of **required employee policies** written for compliance with all Federal Employment Standards.
- A complete set of recommended employee policies you can elect to implement in your practice to meet your specific practice management objectives and employee communications and controls needs.
- A complete set of **optional employee policies** designed to further protect the assets of the owners of the practice, and avoid costly potential litigation due to the lack of effective published policies to which employees, supervisors and managers must conform to meet practice employment standards.
- Special employee performance review and appraisal forms and processes are included specifically to meet the needs of your practice setting.
- Included are **over 45 standard forms** you need to simplify record keeping and documentation requirements.
- The program is customized to meet all federal regulatory requirements for all practice settings and has been **developed in conjunction with leading experts in employment law, physician practice professional management and human resources consulting and management.**
- Complete Sections are included for customization of your practice:
  - **Employment Policies including equal opportunity, harassment policies, personal appearance standards and more**
  - **Employment Status & Records Policies**
  - **Employee Conduct Policies**
  - **Employee Compensation and Timekeeping policies**
  - **Employee Benefits & Services**
  - **Work Environment & Conditions Policies**
  - **Office Equipment and Housekeeping Standards**

**For more information on this valuable employee policies program for your practice, call THE BARRINGTON LAKES GROUP at 847-526-5886.**