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**REAL BENEFIT**  
SOLUTIONS

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## INSIDE HR360: THE HR RESOURCE EVERY BUSINESS NEEDS

With HR360, you'll find easy, step-by-step guidance on how to comply with a broad range of laws, from Health Care Reform, COBRA, and FMLA to how to interview, hire, and terminate employees. Whether you have 5 employees or 500, HR360 provides easy-to-understand guidelines that will help you remain compliant.

### Online Library

#### Employee Benefits

- Cafeteria Plans
- COBRA
- FMLA
- Health Plan Nondiscrimination Rules
- HSA, FSA & HRA Rules
- Retirement Plans

#### Health Care Reform

- Annual Health Care Reform Checklists
- "Pay or Play" Requirements
- ACA Information Reporting Guidance (Forms 1094 & 1095)
- ACA Penalties by Company Size

#### Forms & Policies

- Sample Employee Handbook
- Vacation & Time Off Forms
- Performance Review Forms
- Reimbursement Forms
- Form I-9
- COBRA Notices

#### Resource Center

- FAQs
- Federal Law Explainers
- Glossaries of HR and Benefits Terms

#### Human Resources

- Discrimination
- Employee Compensation
- Employee Records & Files
- Workforce Planning
- HR Compliance Quick-Check
- Performance Reviews
- Penalties for Noncompliance
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#### Recruitment & Hiring

- Job Descriptions
- Background Checks
- Form I-9 Requirements
- New Employee Orientation
- Interviewing
- Hiring Process
- Recruitment Process

#### Discipline & Termination

- Disciplining
- Exit Interviews
- Final Paycheck Requirements
- Severance
- Termination Meetings
- Post-Termination Responsibilities

#### Online HR Tools

- Employee Handbook Builder
- Job Description Builder
- Salary Benchmarking Tool