

# Employment Law: 2016 Comprehensive Guide

On August 24, 2016, Jim Hammerschmidt, Jeffrey Hord, and Jessica Summers were featured presenters at a National Business Institute CLE seminar on employment law.

## Program Description for Employment Law: 2016 Comprehensive Guide:

### Know Human Resource Best Practices to Ensure Employer Compliance and Mitigate Potential Liabilities

The success or failure of a business is directly linked to the employees, and it's crucial that human resource personnel legally manage labor and employment policies, documents and employee procedures to ensure compliance with federal and state laws. The regulatory landscape of employment law is constantly evolving; this program will swiftly get you up to date on handbook must-haves, wage and hour requirements, employee leave policies, and hot-button issues related to social media usage and employee monitoring. Don't rely on outdated information; utilize the latest best practices that not only protect employers from costly litigation and penalties but also effectively manage employees.

- Know what a handbook should and shouldn't contain by exploring the advantages and pitfalls of various policies.
- Avoid inadvertent FLSA violations by properly classifying exempt and non-exempt employees.
- Confidently navigate the intersections of FMLA, the ADA and state workers' compensation laws.
- Be able to appropriately accommodate a disabled employee and know what sort of laws protect against discrimination.
- Review hot-button issues related to social media and employee monitoring - know if and when you are violating employee privacy rights.
- Properly execute performance reviews and know how to utilize them during a wrongful termination case.
- Identify best practices for drafting and negotiating settlement agreements during employment disputes.

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## Who Should Attend

This **basic-to-intermediate level seminar** examines the current issues in employment law for:

- Attorneys
- HR Personnel
- Accountants
- Presidents and Vice Presidents

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## Course Content

1. Drafting Must-Have Policies for Today's Handbooks
2. **Avoiding Wage and Hour Violations** – Jim Hammerschmidt, Paley Rothman Employment Law Co-Chair
3. FMLA, ADA and Workers' Compensation: Managing Leave of Absence Issues
4. **Monitoring Employees: Privacy Issues and Employer Risks** – Jessica Summers, Paley Rothman Employment Law

Associate

5. Dealing with the Troubled/Troubling Employee
  6. **Utilizing Alternative Dispute Resolution Tactics in Employment Matters** – Jeffrey Hord, Paley Rothman Employment Law Associate
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### Continuing Education Credit

Certified Payroll Professionals – Certified Payroll Professional: 6.00

Continuing Legal Education – CLE: 6.00

Human Resource Certification Institute – HRCI: 6.00

International Association for Continuing Education Training – IACET: 0.60

National Association of State Boards of Accountancy – CPE for Accountants: 7.00 \*

Professional Achievement in Continuing Education – PACE: 7.00 \*

Society for Human Resource Management – SHRM CP/SCP: 6.00

\* denotes specialty credits

For more information on “Employment Law: 2016 Comprehensive Guide,” or to purchase the coursebook, please visit the NBI website.