

# HR Services Top 5 HR Risks



# **Contact Us!**



(800) 358-2163



hrservices@501c.com



hrservices.501c.com





## Not Being Consistent

It's typically not illegal practices that fuels employee lawsuits. Rather, it's employees anger over their perception of unfair or unequal treatment.



# **Terminations of Employment**

The old saying, "slow to hire, quick to fire" is still a true statement...with some context. Quick is assuming that performance issues have been dealt with swiftly, honestly, constructively and consistently. This means following similar standards, practices and policies.



# Hiring Employees

"Slow to hire..." This old saying is still true today, even in our present national employment situation. If your organization has no hiring policies or plan or, you don't follow them consistently, you have a great potential to fall into illegal and discriminatory hiring practices.



#### **Documentation**

When you fail to consistently record events and discussions with your staff, you are likely to face claims of discrimination and unfair treatment. Without good, consistent documentation you have no proof you gave all employees equal treatment and opportunities to make corrections and succeed. There's no road map of where you've been, where to go and how to proceed.



### Having an Outdated Handbook

Your employee handbook should be your best friend, there to guide all employees, and assist managers in knowing and applying those policies and procedures in a consistent manner. If your handbook is outdated, you are bound to fall into inconsistent practices and those practices can be legally viewed "as good as" written policies. An updated handbook that is consistently followed can be a powerful ally to any organization.