

Employment Practices Risk Management Training



Mercer will team with you to create and implement a comprehensive employment practices risk management training program that will minimize compliance-related risk and enhance your status as an employer of choice.

Employment-related litigation is increasing sharply. More claims are being filed than ever before, and jury verdicts and settlements are skyrocketing. To minimize potential exposure, every employer should have an employment practices risk management program. An essential component of an effective program is training for your HR team members and/or managers to ensure they stay current with the “legal landmines” in a variety of key risk areas. Mercer can help design and implement training solutions to meet this need.

Customized training options

Depending on the participants’ needs and level of knowledge, we can create a program that embraces any or all employment practices. For example, training modules could include how to:

- Eliminate bias from recruiting, interviewing and hiring processes;
- Administer legally compliant pay practices;
- Ensure consistent and fair treatment in the performance evaluation process;
- Identify and address performance-related concerns and inappropriate conduct early and effectively;
- Plan, execute and document thorough, impartial investigations of employee complaints;
- Design and maintain an effective harassment and discrimination awareness and prevention program;
- Control absenteeism in the “Bermuda Triangle” of leave laws;
- Foster harmony in a diverse workforce;
- Conduct glass ceiling/diversity self-assessments; and
- Implement discipline and terminations with minimal risk.

Once training modules are selected, Mercer customizes them to the level of detail and breadth of information indicated by the survey responses. If you wish, the training modules can include facilitation guidelines that enable your HR team to conduct similar sessions with managers, supervisors or employees.

Creative, engaging training approach

Mercer believes that an effective training program best conveys valuable information by engaging and entertaining participants. Our sessions typically include games and discussion scenarios, as well as detailed slide presentations, to increase interaction and learning retention.

We provide written materials, which participants can later use for reference, that cover the topics in greater detail and include useful guidelines for addressing specific situations. We also provide tools such as critical “do’s and don’ts,” key points and checklists for quick and easy reference. In all cases, we ensure that the training and materials are tailored to your work environment and culture.

Employment law expertise

The training sessions are led by Mercer’s employment practices risk management consultants – lawyers with extensive experience representing, counseling and training management in a broad variety of employment practices areas, including the following:

- **Equal employment opportunity:** Maintaining compliance with, and avoiding claims under, Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, and the Americans with Disabilities Act.
- **Discrimination/harassment:** Developing strategies to foster harmony in a diverse workforce, achieve status as an employer of choice, maintain legal defenses and minimize risk.
- **Managing employee leaves:** Creating a comprehensive approach to minimizing compliance risks related to obligations under the Americans with Disabilities Act, the Family and Medical Leave Act and applicable state leave and workers’ compensation laws while meeting employee needs and controlling absenteeism.
- **Pay practices:** Assessing and maintaining compliance with the Fair Labor Standards Act, the Equal Pay Act and state wage and hour laws.
- **Internal investigations:** Conducting effective investigations that result in appropriate and fair resolutions of employee complaints.
- **Workforce changes:** Planning and implementing reductions-in-force and employment separation strategies (including obtaining releases in compliance with the Older Workers’ Benefits Protection Act) and addressing WARN Act obligations.

For more information

To learn more about how Mercer’s HR risk management consultants can train your HR team to better manage employment practices risk, contact:

Tracy Thurnell (Chicago)
+1 312 575 8358
tracy.thurnell@mercer.com

Nancy Shallow (Detroit)
+1 313 877 7337
nancy.shallow@mercer.com

Zara Santos (San Francisco)
+1 415 743 8805
zara.santos@mercer.com

Paul Mallos (Baltimore)
+1 410 347 2836
paul.mallos@mercer.com

Elliot Bernak (New York)
+1 631 425 4004
elliot.bernak@mercer.com

For information about Mercer’s other HR risk management services, contact:

Nancy Shallow (Detroit)
+1 313 877 7337
nancy.shallow@mercer.com