## What Can a Team of Certified HR Pros Do For You?

Answer your toughest HR questions, for starters.

Do we have to pay an employee for overtime hours that he worked but that were not authorized?

We'd like to start paying our employee on an exempt salary basis because when she works hourly she tends to have a lot of overtime. Can we do this? What are the rules for unpaid interns?

Do we need to do an I-9 for them?

An employee broke a piece of equipment while working. Can we deduct the cost of purchasing new equipment from his check?

We have employees who would like to work through lunch and leave early. Can we allow them to do that?

My employee is not showing up to work on time and I want to fire him. What do I need to do?

My employee was summoned for jury duty. Do I need to pay him for that time? My employee has not returned hiscompany-ownedcellphone. Can I deduct the value of the cell phone from his final paycheck?

We're terminating an employee tomorrow. She has 2 weeks of paid vacation accrued. Do we have to pay her for those 2 weeks?

Employee Atoldmethat Employee B was stealing company property. Canlfire Employee Bimmediately?

I'm hesitant to fire this employee because I'm afraid she will claim unemployment and that will make my rates go up. Is there any way to prevent that?

Does the Health Care Reform employee mandate apply to me? What do I need to do to comply?

## Don't Worry, We've Got You Covered.

With live HR advice through HR On-Demand, you can take advantage of unlimited consulting with our team of certified HR Pros, who answer more than 11,000 HR questions a year.

Plus, you get access to the HR Support Center, the industry's leading online solution for all of your HR compliance and employee relations needs. From Health Care Reform and employee leaves to hiring, termination, wage & hour issues, and more, we can help.

Let us focus on your HR needs so you can focus on building your organization.



