



# HUMAN RESOURCE

P E O's

#### What is HR-BPO?

HR-BPO, Human Resources Business Process Outsourcing, is the hiring of an outside firm to handle all or part of an HR process or function. The PEO supports companies through its HR-BPO solutions, helping them attract the best talent, grow and retain their employee base, administer payroll, tax, and benefits, and manage risk, unemployment administration, workers' compensation and compliance.

# What is "co-employment"?

Under this arrangement, a client company contracts with a PEO organization as a co-employer of its worksite employees. The PEO and the client company share certain employer responsibilities, but the client company maintains control of its day-to-day operations and remains responsible for hiring and terminating employees. The PEO provider assumes a certain degree of liability for the company's payroll and tax administration, risk management, workers' compensation coverage and compliance.

### Why would a business outsource its HR?

Outsourcing HR has many benefits for a business. Hiring outside experts to handle non-revenue-generating activities such as payroll and payroll administration, benefits administration, tax administration, risk management, unemployment administration and workers' compensation enables a business to focus more time and energy on core competencies. HR Outsourcing is also cost-effective for any business. Many companies prefer to hire a single resource for the management of HR functions, a simpler, more efficient solution than managing many different service provider relationships. PEO's clients receive further support from outsourcing by accessing and leveraging deep HR management expertise, on issues from tax and compliance to risk management and ondemand consulting.

### What is a professional employer organization (aka PEO)?

A professional employer organization, or PEO, uses co-employment to bring all client companies' employees under a single federal tax ID number to provide clients with a more cost-effective way to offer fortune 500-quality benefits. Co-employment also allows a company to more effectively manage its HR, from payroll and benefits to workers' compensation, using a single, integrated platform and suite of resources. By relieving a company from the complexities and demands of ongoing HR administration, the organization can focus more effort on its core business competencies and increase profitability.

# What are the benefits for a company's employees to outsource its HR?

Outsourcing provides many benefits for a company's employees. The employees and their families gain access to comprehensive HR services, including Fortune 500-quality healthcare, life insurance and retirement benefits. Outsourcing provides employees with consistent and efficiently administered HR policies and procedures. PEO's can also offer consulting and training support which leads to appropriately managed, trained, recognized and rewarded employees. In the end, out-sourcing fosters satisfaction and loyalty among employees, which leads to higher retention and productivity.

## What businesses use HR outsourcing solutions?

All businesses of every size in any industry can achieve more value, quality and leverage with less effort by outsourcing some or all of their HR functions. They gain a new, knowledgeable HR department, or they can augment their existing HR departments. These companies gain access to a source of specific HR solutions and expertise to fulfill particular short or long term needs.

## What is an *Administrative Services Outsourcing (ASO)* solution?

ASOs offer businesses transaction-based human resources services such as support with payroll, benefits, and employee data management. ASO operates as an extension of your human resources department by providing you with a complete range of HR administrative services through the efficiency of integrated human resource information system.

# What makes some full-scale management offering different from or better than other solutions in the marketplace?

Most Professional Employer Organizations offer a similar package that includes payroll, employee benefits, risk management and workers' compensation services. Some go far beyond this traditional offering and can work as a consultative business partner to provide a seamlessly-integrated solution that is tailored around the individual business needs. You benefit from solutions that are scalable to fit your company's size, and needs, across all stages of your business growth.

# What makes some service offering different from or better than other solutions in the marketplace?

Some competitors offer payroll services, benefits administration and HR technology, but very few actually combine high quality HR services and high level technology under one umbrella with in-depth HR expertise.

Our company is associated with several National PEO's in support of the special needs of our clients. Our combined services, with that of a jointly selected PEO, provides our Business Owners and Professional Groups the special services they need in today's business world.

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