

# HR Solutions Services for your Business Needs

*CONSULTING • GUIDANCE • COMPLIANCE*

## VALUE ADDED SERVICES

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### Quick Human Resource Questions

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As your HR strategic partner we will always be there when you have a **quick** question. If we find that you need more help, we will find the most cost-effective way to assist you.

### Federal and State Compliance

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We work very hard to stay abreast on Health Care Reform and the Hawaii Prepaid Health Care Act, as well as Federal and State labor laws as they are related to Human Resources and your employees.



### Privacy Workplace Programs

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We're able to conduct an educational seminar for you and your employees about new and existing HIPAA rules as they relate to Medical Privacy and Security Compliance to ensure the safety of your employees. This is only 15 minutes long and we recommend it for all of your employees.

## SERVICES FOR QUOTATION

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Planning Services of Hawaii, Inc. begins with a collaborative review of your company's distinctive business culture, structure, workforce, and strategic goals. Our team will work with you to create the right environment and identify efficiencies that can be delivered through customized solutions for the present and the future of your company.

Your partnership with us allows you to capture the strategic opportunities your business demands. Whether your Human Resources needs are comprehensive or project-based, we can provide specialized Human Resources management resources with the highest level of expertise. The result is that you will maximize your scope as a business Executive/Owner and focus on the solutions that spell success.

The following are just examples of our services for quotation; if you don't see it here...all you have to do is ask:

- Human Resources Compliance Audit
- Employee Performance Management and Appraisal Programs
- Third party Analysis of your Human Resources Department as it relates to your Business
- Confidential Interviews and/or Follow Up Investigations
- Management Labor Relations
- Labor Relations and Collective Bargaining Negotiation
- Unemployment Insurance Appeal Hearing Support

## WRITE A HANDBOOK ONCE

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You never again have to worry if your handbook is up to date. Write it once, let us personalize it with your culture, and leave the rest to us. We will keep you updated with all Federal and State updates and ensure your handbook meets all the requirements of the Department of Labor.