

Freedom To Focus

HROI is a national HR services company that offers a one stop solution for payroll administration, group medical insurance, employee benefits, workers' compensation, compliance and HR services.

PAYROLL PROCESSING



EMPLOYEE BENEFITS



HROITM
HR OUTSOURCING, INC.

WORKERS' COMP



COMPLIANCE & HR



Businesses today are overwhelmed with HR and employee responsibilities. That is why HROI offers services that will ease this burden while allowing you to tap into our large pool of thousands to lower your employee benefits and workers' comp costs.

Toll Free: 877-769-2178 Local: 770-349-8880 Email: info@hroi.com Website: www.hroi.com

PAYROLL ADMINISTRATION

Let us take the hassle of payroll off your plate so you can focus on what you do best: running and growing your business. Our service includes processing and tax filings, direct deposit, check signing and stuffing, instant on-line reporting, CPA/finance department online access and complete electronic tax service. Also included with our payroll service, and what makes our program stand above the competition, is our complete web based on-line system. This can be used by you or your accountant to gain instant access to employee's pay stubs, W-2s, YTD information, payroll registers, labor reports, and detailed tax data.

GROUP MEDICAL INSURANCE & BENEFITS

With our group buying power, HROI provides clients with large scale employee benefits at a substantial discount. In addition, we take care of all compliance administration, paying and reconciling all insurance bills, paperwork, and employee orientations. Benefits include medical insurance, dental, life and vision insurance, disability insurance, 401 (k) retirement plan, section 125 flex plan, credit union membership, and supplemental insurance. Our administration and communication includes enrollment & explanation of employee benefits programs, nationwide toll-free customer care center support, claims administration, open enrollment, COBRA and HIPAA management, 5500 Filing and administration, as well as payroll deductions for all benefits.

HR CONSULTING

We provide clients with an HR Helpline. Every organization has personnel issues that require an immediate and accurate response. Employment regulations can be confusing and change constantly, making it nearly impossible for employers to stay informed. All of your answers are just a call away to our team of experts.

WORKERS' COMPENSATION INSURANCE

HROI has the group buying power to bring you workers' compensation coverage on a pay-as-you-go basis with no down payment or audit. We take care of all claims administration and risk management. No more estimating or pre-paying your premiums, or time consuming audits. What could be easier?

STAFFING & RECRUITING

HROI can assist you in recruiting and placing of employees by offering résumé search and screening as well as staffing services.

COMPLIANCE

We make sure that all of your government compliance and paperwork needs are solved. Our team of experts ensure that everything is compliant and current. We explain all the employee benefits to your employees along with the forms needed to conduct satisfactory enrollments. Our services include employee orientations and communications of all benefit plans, benefits enrollment documentation and processing, employee handbooks, employment related forms, employee file maintenance, disciplinary issue assistance, INS Form I-9 documentation, employment status maintenance, hiring practices assistance, termination assistance, performance review assistance, employee compensation and appraisal assistance, COBRA and HIPAA compliance and management, employee leave administration and compliance under Family Medical Leave Act (FMLA), legally compliant work-site required posters, notification to employees, and assistance with employee development plans.

ONE STOP SHOPPING

HROI is your one stop shop solution for payroll processing, health insurance, 401 (k) plan, employee benefits, workers' compensation, government compliance, and HR support, giving you **Freedom to Focus.**



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