

Employee Training – Compliance Family Medical Leave Act (FMLA)

Employee Centric offers two FMLA training classes. One class is designed for *HR professionals and management employees* who are responsible for supervising others. The other is for all *supervisors and lead personnel*.

FMLA training is interactive and hands-on. The first class is designed for a half-day session. Participants will leave with a better understanding of how to apply the FMLA without legal implications. The second class for supervisors is designed for a one-hour session. This is a condensed version of the full program, with a brief overview of the basics and an emphasis on the “triggers” for FMLA and how to recognize and report them to HR.

Program Objectives:

Understanding and knowing how to interpret this law is critical to avoid liability, provide consistency of treatment and keep abreast of current HR issues. Participants have the opportunity to ask their questions in this fast-paced, information-loaded program.

Program Outline:

- Provide a comprehensive overview of the basics of the federal regulations
- Discuss what employers can do to regulate attendance when the employee is FMLA eligible
- Examine the most common errors made by employers
- Discuss how to coordinate the FMLA with other laws and policies
- Provide practical tips for administering an FMLA compliance program, including the notice requirements for employers and employees
- Participants will have the chance to ask questions and review case studies

How Can I Get Started?

Contact us for a complimentary consultation to find out if Employee Centric can work for your company.

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