

EFFORTLESS HRIS

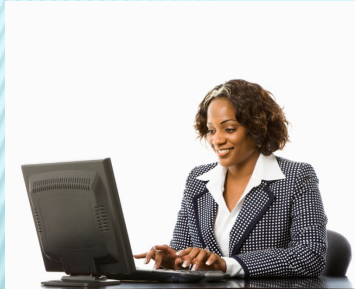


FOOD FOR THOUGHT

- ✕ How many of you currently utilize a cloud based human resource information system (HRIS) in your hospital?
- ✕ How many of you completely understand the new Affordable Healthcare Act?
- ✕ How many of you would like a system that minimizes your risk by notifying and providing you with all the forms and the information you need to stay compliant with the Affordable Healthcare Act plus other government required paperwork?
- ✕ How many of you that provide the human resources support for your hospital would like to do it with less effort, less paper, less paper storage and less hassle while saving both time and money?



WHAT IS A HRIS?



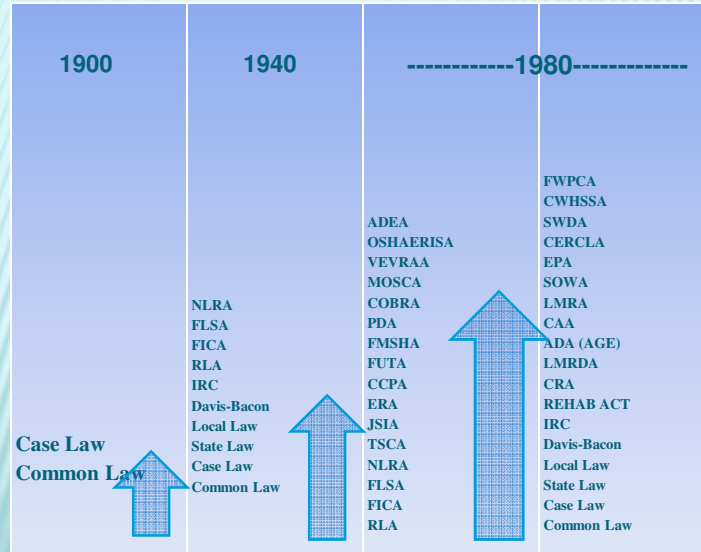
- × **A HRIS or Human Resource Information System** is an automated software program or online solution used by small to large businesses for the data entry, data tracking, and data information needs of the Human Resources, Payroll, Management and Accounting Functions within a business

WHAT ARE THE MOST TIME CONSUMING HUMAN RESOURCE ISSUES? ...

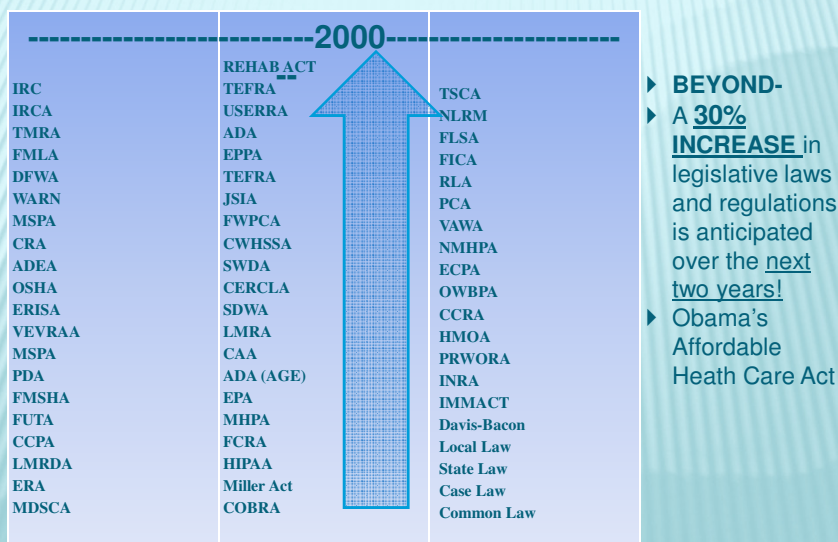
- × **We Must Be:** Doctors, Nurses, CPA's, Administrators, Teachers, Lawyers, Counselors, Police Officers, Firemen, Circus Ring Masters, Day Care Workers-- Plus Provide Top Notch Medicine & Customer Service!
- × **We Must Know:**
 - + How to manage our people effectively and efficiently.
 - + How to be compliant with all Federal and State regulations.
 - + How to keep our hospitals and licensed staff free from risk
- × **Then We Must Also Know:**
 - + What to do.....
 - + When to do it
 - + How to do it....
 - + Provide Good Policies For Effective Work Management.



LAWS THAT TOOK CONTROL 1900-1980



LAWS THAT TOOK CONTROL IN 2000 (AND BEYOND)



HOW HUMAN RESOURCES TRADITIONALLY FUNCTIONS:

- Companies with more than 100 employees generally have only ONE HR Administrator...
- Hospitals with less than 100 employees:
 - The Hospital Administrator, assistants & managers spend **75 to 80%** of their day handling staff issues.
 - Work daily to solve the management & potential legal issues arising from staff (and sometimes client) issues.
- Hiring and retaining employees is a major focus.
 - It costs on average **3x** an employee's annual salary to replace a employee.
- Training new employees and strategic planning is often sidelined.
- What would we do if we had the extra time and ability to concentrate on growth & minimize risk?



TIME & COST SAVINGS:

✕ We could concentrate on enhancing our revenue producing activities if we weren't bogged down every day with employee issues, answering employee questions and searching for the right answers.....

✕ Time is money



WHY SHOULD MY COMPANY USE A HRIS?

- × Manage your workforce through two powerful main components- **HR & Payroll**
- × Offers other options to help your company understand and fully utilize your workforce's collective skills, talents, and experiences.
- × Saves money and time



- × *"I see myself as an executive leader not just in HR. I think about the business holistically and try to contribute" "We are a workforce that has to embrace these tools and methods to disseminate and share information"*

× Mindy Geisser, Vice President for Global HR, Colliers International Property Consultants, Inc.

WHY SHOULD MY COMPANY USE A HRIS?

- × **HRIS** also facilitates the communication processes and saves paper by:
 - + Providing an easily-accessible, centralized location for company policies
 - + Improving the delivery of company wide announcements
 - + Links to external URL's.
- × **HRIS** will facilitate routine employee tasks, resulting in less paperwork and faster approvals in areas such as.....



WHY SHOULD MY COMPANY USE A HRIS?

- × Some of the most popular **HRIS** provide:
 - + Employee Self Service
 - + Online Recruiting & Online Application
 - + Attendance
 - + Easily Create Org Charts
 - + Alerts
 - + All New Hire & Termination Paperwork
 - × Federal & State Paperwork
 - + Benefits Administration
 - + Succession plans
 - + Online Training & Tracking for Employees
 - + Background Checks
 - + Attendance, Time Clock & Payroll
 - + Pre and Post Employment Testing
 - + Employee Status Change Forms
 - + Monthly SMART Goal Sheets
 - + Annual Reviews, Merit Increases & Bonuses
 - + Employee Birthdays & Anniversaries
 - + Licensing & Credentialing, etc.....
 - + Reports Produced In Minutes



WHY HRIS ON A CLOUD?



- × We live in the instant information age and employees are used to instant communication with a computer or smart phone.
- × Gives employees access to their information instantly which increases company transparency
- × Increases employees perception of control over their own information and can lead to an increased sense of fairness and job satisfaction
- × Enables the employer to get workforce analytics information much faster
- × It's inexpensive and saves your company money!

WHY TYPES OF HRIS CLOUD BASED SYSTEMS ARE AVAILABLE?

- × Cloud
- × Private Cloud
- × Software-As-A-Service (SAAS)
- × Platform-As-A-Service



- The cloud gives us the ability to scale applications quicker and to collaborate with each other very quickly.

× "The cloud gives you any information from HR data to outside unstructured information instantly".
Ray Wang, Principal
Analyst & CEO at Constellation Research Inc.

JUST HOW MUCH TIME & MONEY CAN YOU EXPECT TO SAVE?

Example Cost Savings are based only on EffortlessHR's Cost Plus Program.

Traditional HR Dept

Salary HR Mgr. – ~ \$60,000
Benefits (33%) – ~ \$19,000
TOTAL – ~\$79,000

Program Cost – \$0
Total HR Cost – **\$79,000**

Time Spent – ~ 40 hrs/wk &

Increased Employee Aggravation!!!

HR with Automated System

HR Admin Salary – ~\$45,000
Benefits (33%) – ~ \$14,400
TOTAL – ~ \$59,400

Program Cost* – ~ \$ 500
Total HR Cost – ~ **\$59,900**

Time Spent – ~ 27 hrs/wk &

Less Stress, More Time & Money!

Projected ROI=

\$19,100 or over 24%

CONCLUSIONS OF BEST PRACTICES UTILIZING HRIS

- ✖ Saves time by redesigning and streamlining the bulky HR processes.
- ✖ Automates basic HR Administrative tasks and helps support managerial decision making.
- ✖ Communicates with employees so they understand how and why HR data is being collected and used.
- ✖ Allows the use of more complex and strategic HR questions to gather and calculate metrics and other powerful analytic tools to help your managers make tough choices/decisions.



CONCLUSIONS OF BEST PRACTICES UTILIZING HRIS

- ✖ Empowers employees to control their own data via the HR website.
- ✖ Delegates basic HR duties to employees.
- ✖ Balance technology with person to person contact .
- ✖ Use non technical solutions when appropriate.
- ✖ HRIS is not just for large businesses. Small and medium business can also benefit from the technological support of HRIS

✖ *“Human resource information systems have dramatically altered how HR services are delivered and managed by organizations. Used effectively, these systems make the HR function more efficient, better informed and better able to accurately communicate how it adds value to the organization. However to reap the full benefits of implementation, HR executives must combine the best of HR technology with effective HR management processes ,and they must be ready to manage the challenge created”.*

+ *Leveraging HR Technology for Competitive Advantage by Hal G. Gueutal Ph.D., Richard D. Johnson, Ph.D. and the SHRM Foundation*

HRIS SUMMARY

It Improves Efficiencies -

Through ease of operation

It Reduces Costs -

Through improved efficiencies

It Streamlines Your Company -

While keeping the critical operations intact

It Reduces Your Risk -

By keeping your HR/Admin staff notified of all the State and Federal laws & regulations that impact your business.



EffortlessHR.com

Contact Ms. Lola Kakes at 520-546-3947

GLIMPSE OF HOW VSCT USES HRIS

× <http://www.effortlessshr.com>



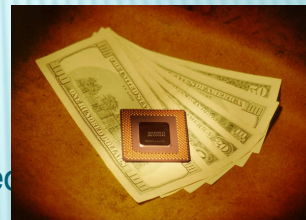
WHY SHOULD MY COMPANY USE A HRIS?

- × A **HRIS** should provide our companies the opportunity to:
 - + More effectively plan, control, reduce and manage HR costs.
 - + Achieve improved efficiency and quality in HR decision making.
 - + Improve employee and managerial productivity and effectiveness.



WHY SHOULD MY COMPANY USE A HRIS?

- × **HRIS** offers HR, payroll, benefits, training, recruiting and compliance solutions.
- × Most **HRIS** are flexibly designed with:
 - + Integrated databases,
 - + Comprehensive array of features
 - + Powerful reporting functions
 - + Wide range of analysis capabilities needed to manage your staff.
- × **HRIS** will give back endless wasted hours
- × Decrease routine tasks & employee requests.
- × **HRIS** will save your company money.



EMPLOYERS ARE ...



- × Various sizes and industries
 - + 1 - 50 employees are considered Micro businesses
 - + 51 – 200 are small
 - + 201 – 500 are medium
 - + 501 + are large
- × Small to midsized companies want to concentrate on their businesses
 - + Would like to surround ourselves with “Superstars”
 - + Need more time to get everything done
 - + Would like to have more clients

EMPLOYEES ARE ...

- × How we get our work done (through the use of human capital)
- × Hard to find
- × Need to be trained
- × Want everything we can give them and more
- × Take time from our schedules



TIME & COST SAVINGS:



- × Develop a 5 star Ritz Carlton customer service training program?
- × Develop existing employees?
- × Reduce short & long term risk?
- × Increase revenue & census (short & long term) ?
- × Successfully plan your hospitals long term future growth?
- × Practice more medicine?
- × Train the future leaders of your hospital?

WHAT'S AVAILABLE IN A HRIS?

Human **R**esource Information Systems have dramatically altered how HR services are delivered and managed by organizations.

1. Cloud Computing
2. Mobile Devices, including smart phones
3. Social Media
4. Workforce Analytics



OLD HR PROBLEMS AND NEW HRIS SOLUTIONS	
OLD HR PROBLEMS	NEW HRIS SOLUTIONS
Fear of law suits and "people problems"	A step-by-step process to eliminate the unknown of employment laws & regulations.
Disorganization and not knowing where to find a file or filing it wrong.	Everything will be in one place and will be organized to speed recovery of information.
No handle on what an employee really costs the company.	A way to prepare a report that explains all the costs – real and hidden – of an employee.
Not sure of where to go to get the right information.	Everything available at the owner's fingertips through Internet links, templates, or a HR Help Desk.
Not enough time to get everything done.	Frees up time by automating the process.
Cost of hiring staff to handle HR or hiring consultants or attorneys.	Basic information is available at a reasonable price and information on where to go to get more in-depth legal advice available if necessary.
Too much information too soon.	Most HRIS programs are customized to fit the size and needs of the business with add on modules available as needed.
Not knowing how long to keep some information or how to keep it.	Step-by-step information on how to set up files and how long to keep certain HR information and why there is a need to keep good records.