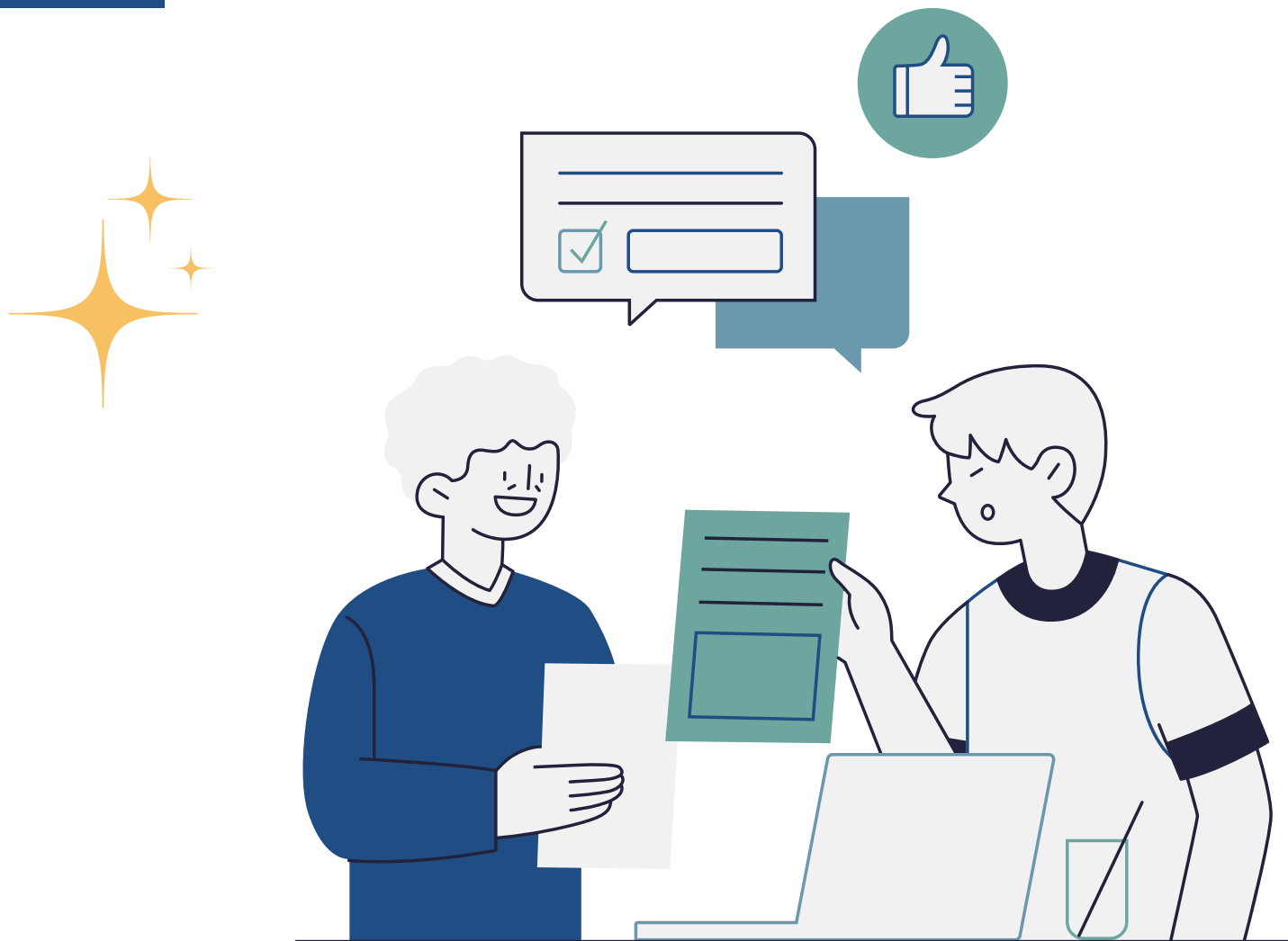


Navigating the HR Maze:

8 Critical Blindspots
Fast-Growing Companies
Must Address



The Problem



Rapid growth presents a unique set of challenges for businesses, and HR departments are no exception.

As your company scales, it's crucial to stay ahead of potential pitfalls that can derail your success. This eBook highlights eight common oversights that can lead to costly mistakes, legal troubles, and diminished employee morale.

We've designed this resource to help business leaders better see these blindspots and get ahead of them before they hurt your company.

By addressing these blindspots, your company will be better equipped to maintain its momentum and thrive in an ever-changing landscape.

Blindspot #1

Not statusing your employees and contractors correctly



Misclassifying employees and contractors can lead to significant legal and financial consequences.

Fast-growing companies need to accurately categorize their workforce to comply with labor laws and avoid penalties.

This involves understanding the differences between employees and independent contractors, as well as being aware of specific regulations in your state or industry.

Proper classification also ensures that workers receive the appropriate benefits and protections, fostering a more engaged and productive workforce.



Blindspot #2

Not paying attention to payroll laws that apply to your company ✨

Neglecting payroll laws can result in costly fines, lawsuits, and damage to your company's reputation.

It's crucial for HR professionals to stay current on federal, state, and local payroll regulations, which may include minimum wage requirements, overtime pay, and tax withholdings.

Staying informed about these laws and maintaining accurate payroll records is essential for maintaining compliance and avoiding unnecessary risks.



Blindspot #3

Not having an updated employee and contractor handbook of policies ✨

An outdated or nonexistent employee handbook can leave your company vulnerable to disputes and legal issues.

An updated handbook ensures that all workers understand company policies, procedures, and expectations. This includes information on anti-discrimination and harassment policies, workplace safety, benefits, and dispute resolution procedures.

Regularly reviewing and updating your handbook helps maintain compliance with evolving laws and fosters a more transparent and supportive work environment.

Blindspot #4

Not knowing how to handle an employee disclosing a medical condition



When an employee discloses a medical condition, HR professionals need to respond with sensitivity and compliance.

Understanding the requirements of the Americans with Disabilities Act (ADA) and any state-specific laws is essential for providing reasonable accommodations and avoiding discrimination claims.

HR professionals should engage in an interactive process with the employee to determine appropriate accommodations and ensure that both the employee and the company are supported throughout the process.



Blindspot #5

Not having a plan for how to responsibly terminate an employee with cause

Terminating an employee with cause requires careful planning and documentation to minimize legal risks.

HR professionals should develop a clear process that includes performance evaluations, progressive discipline, and documentation of employee behavior or performance issues.

By following a fair and consistent termination process, companies can reduce the likelihood of wrongful termination lawsuits and protect their reputation.

Blindspot #6

Not knowing how to status your full-time employees as exempt vs non-exempt for salary or hourly employment

Misclassifying employees as exempt or non-exempt can result in wage and hour violations, leading to costly fines and penalties.

HR professionals need to understand the Fair Labor Standards Act (FLSA) guidelines for exempt and non-exempt employees, which are based on factors such as salary, job duties, and level of responsibility.

Proper classification ensures that employees receive appropriate overtime pay and protections, promoting a more compliant and satisfied workforce.

Blindspot #7

Not accruing sick time as required in your state

Failing to properly accrue and track sick time can result in violations of state and local paid sick leave laws.

HR professionals need to be familiar with the specific requirements in their jurisdiction, such as accrual rates, caps, and carryover rules.

Implementing accurate sick time tracking systems and keeping employees informed about their rights can help maintain compliance and foster a healthier work environment.

Blindspot #8

Not staying on top of emerging federal and state laws that apply to your business



As labor laws evolve, HR professionals must remain informed to maintain compliance and minimize legal risks.

This includes staying up-to-date on changes to federal and state regulations, such as wage and hour laws, leave policies, and anti-discrimination measures.

By actively monitoring legal developments and proactively updating company policies, HR professionals can support a more compliant and adaptable work environment.



A Final Note



Addressing these eight critical blindspots is essential for fast-growing companies looking to maintain compliance, protect their reputation, and create a positive work environment.

By being proactive and tackling these issues head-on, companies can avoid costly mistakes and position themselves for long-term success.

If you recognize any of these blindspots within your organization or are unsure about your company's HR structure, it's time to take action.

Don't leave your business vulnerable to unnecessary risks.

Schedule a free consultation with The C Brand Group. We specialize in helping fast-growing companies get the HR structures they need to keep growing securely.

Don't wait until it's too late – reach out today and ensure your company's HR structure is primed for success.