



Human Resource Hotline 1-800-470-6277

Real-World Issues...Real-Time Solutions

A primary privilege of A.I.M. membership is unlimited access to our **Human Resource Hotline**—a toll-free information and research line staffed by seasoned HR and management professionals.

We can help with a variety of human resource and management issues—virtually anything related to employee-employer relations, as well as the application of state and federal employment laws and regulations. We do the research while you carry on with your business.

A.I.M.'s HR Hotline receives hundreds of calls every week regarding topics such as:

- Harassment and Discrimination
- FMLA
- COBRA
- HIPAA
- Wage and Hour Compliance
- Corrective Action (Discipline) and Discharge
- Policies and Procedures
- Benefits and Compensation
- Workers Compensation
- Unemployment Insurance
- Recordkeeping
- Sample Forms and Policies
- HR Trends and Benchmarking

And questions such as:

What breaks are employers required to give—by law?

Can I institute a random drug testing program for all employees?

Which employers are required to offer COBRA continuation coverage?

Our employee has been out on FMLA leave more than 12 weeks. Can we terminate him?

Must we provide maternity leave for someone who's been employed less than one year?

We are the *Employer's Voice and Resource.*
Just a phone call away