

# Seamless HR & Benefits Administration

How many hours does your HR staff spend onboarding new employees... processing paperwork... managing open enrollment? With EPAY human capital management, you don't have to worry about being bogged down with manual, inefficient processes. Focus on the big picture and leave the details to us.

## Automated Onboarding: Get New Hires Up & Running Fast

New hire onboarding doesn't have to require mounds of paperwork. EPAY HCM seamlessly transitions new employees into your company. With a continuous flow of data across our unified human capital management system, you'll never have to enter the same information twice! Data gathered during the hiring process automatically feeds into onboarding for seamless benefits enrollment and HR and payroll set-up.



### Collect Onboarding Data in One Swoop

Gather personal, banking, and tax information, painlessly. EPAY HCM presents new hires with a complete set of online forms with digital signature sign-off, ensuring accurate tax reporting and I-9 compliance.



### Begin Orientation on Demand

Employees can take advantage of training and review policy handbooks online, while the system tracks task completion and issues automatic reminders.



### Conduct Benefits Enrollments on the Spot

EPAY HCM serves up applicable benefit plans—based on your group eligibility rules—for new hires to review and select. Completed applications can even be automatically transferred to carriers.

## Centralized HR Management: So Long, Manual Processes

EPAY HCM eliminates time-consuming, manual, administrative tasks, allowing you more time to focus on your business. And thanks to our manager self-service portal, supervisors can oversee onboarding and other HR activities without getting mired in the details.



### Keep One Complete Employee Master Record

Track employee skills, credentials, and performance. Analyze sensitive information and attach electronic documents efficiently—from one central location.



### Improve Compliance via HR Reporting

With EPAY HCM, it's never been easier to generate the reports required to maintain VETS, EEO, Workers' Comp, and OSHA compliance. You can build ad hoc reports on demand, too.



### Provide Mobile Employee Self-Service

Your employees will love our self-service portal, which lets workers view their pay statements, request time off, and manage benefits from any device.

# Benefits Administration: Simplified

Managing employee benefits programs is daunting, period. Add in the Affordable Care Act, high employee turnover...and it's overwhelming. So pass it to us! By combining our powerful software platform and efficient administrative services, we'll lighten your load and help you ensure compliance.



## Manage All Your Plans Easily, from One Place

Health, Retirement, Life, Disability...EPAY HCM handles them all. Set up multiple benefit plans for specific employee groups, establish premium deduction rules, and automatically transfer benefits data to carriers.



## Ease the Burden of Open Enrollments

Employees can enter, review, and update their own benefits data online, and you can sit back and monitor enrollments and renewals instead of managing all of the details yourself!



## Offload ACA, COBRA, FMLA, and E-Verify to Us

So many requirements, so little time. Why not let us do the heavy lifting? We'll handle your ACA reports, COBRA, and more, keeping you compliant and headache-free.



**Automated onboarding.**  
**Seamless HR management.**  
**Painless benefits administration.**

**That's the EPAY difference. Request a demo today!**