



**SAVE  
UP TO 35%**  
ON ADMINISTRATIVE  
COSTS

SMALL  
BUSINESSES  
**GROW  
7 - 9%  
FASTER**

## PEO (Professional Employer Organization)

It's probably an acronym that you have heard, but what does it really mean, and is a PEO (Professional Employer Organization) right for you?

A PEO is a co-employment relationship, meaning LBMC Employment Partners, the only Tennessee-based PEO to receive the Certified Professional Employment Organization (CPEO) designation, optimizes human resources for your business. The benefit of being part of a PEO means no matter your company size, your employees will be part of a larger pool, giving you lower benefits costs, and a lower cost per employee for all HR services.

The management of employees become more and more complex each day. Alleviate the complexities of Human Resources Management by outsourcing non-core business functions while you focus on revenue-producing operations.

“LBMC EP is well worth the time and service. If they weren't handling our payroll, HR, and insurance needs, we would be in a bind having to figure out how to get it all done on our own.”

— Loretta Bowling, Chattanooga Oncology & Surgical Associates

### Becoming a member of a PEO provides companies with:

- Complete HR support
- More time to run your business
- Expert compliance management of Cobra, HIPAA, OSHA, ERISA, etc.
- Efficient payroll processing and payroll tax administration
- Access to Certified HR Professionals
- The power of group access for healthcare, retirement services, dental insurance, and disability benefits
- Access to a larger benefits network, and the ability to offer large-scale benefits to employees

## WHY A PEO IS RIGHT FOR YOUR COMPANY

### **Complete Management of Your HR tasks**

- Dedicated Human Resources Professional
- Comprehensive Review of HR Policies and Practices
- Employee Handbook Development with Updates
- Regulatory Compliance
- Employee Relations
- Documentation and Maintenance of Personnel Files
- New Hire Onboarding
- HR Consulting and On-Call Services
- Training
  - Supervisory training
  - Harassment/discrimination avoidance
  - Leave (Example: Medical, FMLA, Personal)
  - Performance management
- Employment Practices Liability Insurance
- Unemployment Claims Administration
- Family Medical Leave Act Administration

### **Complete Payroll Processing and Tax Management**

- Payroll Processing
- Payroll Tax Filings and Reporting
- Year-end W2's
- Paid Time-Off (PTO) Accrual and Tracking
- Third-Party Agency Payments and Reporting
- SSAE-16 Compliant
- General Ledger Downloads and Time Captures
- Timekeeping Solutions

### **Access to Comprehensive & Affordable Employee Benefits**

- Online Enrollment Tool
- Workers' Compensation Program
- Employment Practices Liability Insurance
- Unemployment Cost Control Service
- Health Risk Assessment
- Healthy Lifestyle Promotion
- Group Health Insurance
- Group Life Insurance
- COBRA Administration
- 401(k) Retirement Plan
- Group Workers' Compensation Insurance Program
- Administration and Communication of all Benefits Plans
- Employee Benefits Advocacy Services
- Section 125 Plan Pre-Tax Spending Accounts
- Health Savings Account
- Long-Term and Short-Term Disability
- Supplemental Life Insurance
- Dental Insurance
- Vision Insurance
- Accident Insurance
- Critical Care Insurance
- Life Assistance Program
- Auto/Home Insurance

\*Source – NAPEO The State of the PEO Industry: Markets, Values and Trends

## Additional Information About LBMC Employment Partners, LLC

LBMC Employment Partners, LLC is a leading human resources consulting firm with offices in Nashville (Brentwood), Knoxville, and Chattanooga, TN. LBMC Employment Partners provides a complete menu of human resources products and services, including Professional Employer Organization (PEO), human resources consulting, regulatory compliance, health and employee benefits, workers' compensation, COBRA, payroll and tax compliance, Section 125, plans and unemployment insurance claims.

### LBMC Family of Companies

 Employment Partners

 LBMC P.C.

 Staffing Solutions

 Technology Solutions

 Investment Advisors

 Information Security

 Physician Business Solutions

 LBMC WSquared

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