

# FMLA *by BASIC*

## Top 10 Employer Violations

### Top 10 Employer Violations: *Reported by the Department of Labor*

1. Failure to notify the employee of FMLA rights.
2. Failure to notify the employees that leave counted towards the employee's 12-week entitlement.
3. Counting FMLA leave against the company's absentee policy for disciplinary purposes.
4. Taking disciplinary action against employee for using FMLA.
5. Failure to grant leave to provide physical care or psychological comfort to a seriously ill parent or child.
6. Failure to reinstate employee to same or equivalent position, including same shift.
7. Terminating an employee during or at the conclusion of FMLA leave.
8. Failure to grant FMLA leave because of misunderstanding of what qualifies as a "serious health condition."
9. Failure to request a medical certification in writing and not giving the employee the "Rights and Responsibility Notice."
10. Failure to handle questions about the validity of a medical certification by guidelines set forth in the FMLA regulations.



- HR Benefits
- HR Management
- HR Services

### BASIC FMLA Administration Options

#### BASIC FMLA Ease

- For employer groups ranging from 50 to 500 ee's with low FMLA occurrence.

#### BASIC FMLA Ease Plus

- Designed for employer groups with more than 250 ee's, having frequent FML occurrences of intermittent leave or a need for Integrated Voice Response (IVR).

#### BASIC Absence Management

- Intended for employer groups with the need to harness technology to track unscheduled absences for single or multiple locations.

### At BASIC, we pride ourselves on our professionalism

But don't take our word for it, read what our customers have to say:

"I wanted to take this time to thank all of you for all your support, quick responses, professionalism and go out of your way attitudes to help. It is companies like BASIC that make the working world a better place and a lot less stressful for customers. Please accept my gratitude for all that you have done for Xpressbet and me."

– Xpressbet



For more information about any of our services or to speak with a sales consultant call 800.444.1922 x 3 or visit [basiconline.com](http://basiconline.com).

#### Additional Services:

- BASIC Payroll
- BASIC FSA
- BASIC COBRA
- BASIC HRA