

Payroll



Hassle-free human resources: it's about time.

If you have employees, you have human resources duties. From benefits questions to harassment training, having staff can lead to a number of challenges. Our HR solution was designed to support any size business in three key areas: staff management, HR/labor law compliance and protecting your HR data.



My HR Support Center

Your single source for critical HR materials, including job descriptions, forms and other templates. Email alerts keep you current on laws, regulations and court decisions that could affect your business.



My Employee Files

Eliminate unsecure filing cabinets by managing your employee files online, including onboarding documents, reviews, disciplinary forms and more.



My Info Center

Much like an intranet site, this broad-based communication tool provides a reliable and secure way to ensure employees have easy access to info, including schedules, policies, employee handbooks, pay stubs, W-2s, PTO and links to provider websites.



Business Partner Center

This tool allows you to provide user-defined access to payroll data and/or the employee info center to third-parties who need it to manage the work they do for you. Business partners might include your accountant, employee benefit providers, etc. who may need access to data to complete work on your behalf, or to share documents, alerts and information with your employees, all without you having to be the middleman.



HR On-Demand

This service provides guidance from certified HR professionals when you need one-on-one assistance understanding labor laws, ensuring your policies are compliant or addressing tough employee issues.



Labor Law Poster Compliance

Stay in compliance by posting the most current state and federal information.

Heartland HR Services Offerings

Our custom-built HRIS solution integrates directly with our payroll system to you and your employees personalized support, 24/7.



My HR Support Center

- Customizable company handbook
- HR policy library
- HR form library
- Federal and state law library
- HR templates and checklists
- Email alerts



My Info Center

- Employee/Employer role-based access
- Communicate scheduling
- Post announcements (open enrollment, audits, company activities)
- Post new forms, procedures and policy information with acknowledgment requirement



HR On-Demand

- Unlimited support from a SHRM-certified HR professional
- Guidance on employee issues and HR labor law issues
- Development and direction on company handbook
- Review, update and customize existing HR policies, procedures and forms
- Advice and support on hiring, performance reviews and terminations
- Guidance on unemployment claims and labor law notifications



My Employee Files

- Customizable employee management application
- Electronic employee file storage and management
- Employee portal to access authorized information



Business Partner Center

- Provide your CPA and financial advisor along with employee benefit providers, access to specific data related to the services they offer
- Customized reports to fulfill external reporting requirements, including:
 - Census info
 - Form 5500 data
 - Terminations
- Ability for relevant partners to post resources, links and events to employee landing page



Labor Law Poster Compliance

- Initial and annual all-in-one printed state and federal labor law poster
- Year-round email notifications of all mandatory posting compliance changes
- Protection in the event of a government fine or penalty