

HELP POINT

Specialist Support Services

Employee Services and Health and Safety

Helping businesses manage their risk since 2000

Employee Services Division:

Phone: 1300 835 133

Email: employeeservices@hrcoach.com.au

Health and Safety Division:

Phone: 1300 292 801

Email: hs@hrcoach.com.au

HR Coach Corporate Office

Phone 1300 550 674

Email: support@hrcoach.com.au



Perfect partner in today's challenging business world

Peace of mind when you need it the most

Looking after your future

Dedicated to managing risk for your business

Protecting your business and your livelihood

We take the complexity out of Industrial Relations

HR Coach Employee Services and Health and Safety are a specialised, yet effective solution for all your Industrial Relations and Health and Safety needs. Complimenting and supporting the services from your HR Coach, we provide the specialist advice to support your program, where-ever you are.

Our commitment to you is to provide a working model of Industrial Relations and Health and Safety tailored to your business.

You've worked hard to grow your business, we work hard to help you protect it. When you are running a business, Industrial Relations is probably the last thing on your mind and so it should be. Fast, simple and affordable, you can get back to managing your business with confidence. Health and Safety on the other hand is becoming increasingly more complex and high risk. Managing it proactively makes good business sense.

It can be quite costly for small to medium business to keep up to date with the ever changing requirements regarding the many aspects of employment law, health and safety, workcover, enterprise bargaining and anti discrimination. Given the changing nature of business it pays to have a specialist resource who have the experience and knowledge of the changing Industrial Relations and Health and Safety landscape and related issues affecting your business.

As an accountable and results focused business partner through your HR Coach, we believe it is our job to confront the difficult issues, to challenge the inefficiencies, and importantly to be there to assist in managing the risks.

Risk Minimisation Services

HR Coach Employee Services
<ul style="list-style-type: none">• Workplace Audits• Legislation Reviews• Policy Development• Award Interpretation• Industrial Agreements• Management of Workplace Conflict & Dispute Resolution• Termination and Dismissal Management• Workplace Investigations• Industrial Relations and Tribunal Representation

HR Coach Health and Safety
<ul style="list-style-type: none">• Workplace Audits and Assessments• Accreditation document for Not for profit.• Policy Development and Reviews• WorkCover / rehabilitation• Advice on health monitoring in workplace• Emergency plan management• Risk Assessment and Hazard Management• WH&S Training.• Induction and workplace orientation documents and roll outs.• Advice and roll out of Harmonisation in WHS as of 2011.

Platinum Package Services

The Platinum package is a proactive service for either Industrial Relations, Health and Safety, or both.

It supports the work of your HR Coach and your business. It provides peace of mind and a safety net for your organisation, without being locked into costly membership fees.

For Employee Services, the Platinum Package includes:

- Unlimited telephone & email advice on Legal Compliance, Industrial Relations, WorkCover, Anti Discrimination, Equal Employment, Independent Contractors for 12 months.
- Free up to date award/ awards including any amendments throughout your membership year.
- Industry specific updates.
- HR Coach Employee Services discounts with a minimum 10% off Employee Services including Collective Agreements, Union Collective Agreements, Greenfield Agreements, Common Law Contracts, Independent Contractor's Agreements and Industrial Relations Policies.
- Free Employment Contract Audit.

For Health and Safety, the Platinum Package includes

- Unlimited telephone & email advice on Legal Compliance, WorkCover / rehabilitation enquires, risk management support for 12 months.
- Free up to date information and advice on the roll out of Harmonisation in WHS as of 2011
- Industry specific updates.
- HR Coach Health and Safety discounts with a minimum 10% off services including audits, hazard analysis, emergency management planning, investigations and health and safety programs.

Number of Employees/ Contractors	Annual Payment *	Monthly Payment
1-10	\$ 800	\$ 80 per month
11-20	\$1600	\$160 per month
21-30	\$2400	\$240 per month
31-40	\$3200	\$320 per month
41-50	\$4000	\$400 per month
51-60	\$4800	\$480 per month
61-70	\$5600	\$560 per month
71-80	\$6400	\$640 per month
81-90	\$7200	\$720 per month
91-100	\$8000	\$800 per month
100 +	By Negotiation	

* Paying the Platinum Membership fee annually upfront saves you 20%

PROJECT FEE STRUCTURE

If the Platinum Packages are not for you, we can still help on an as needs basis.

Principal Consultant	\$240.00 per Hour
Policies	\$240.00 per Policy
Other	POA

Should you require any further information please do not hesitate to contact us.