

PEO & ASO	HR Core	HR Plus	HR Elite
	Perfect for small businesses who need a simple solution to manage their HR and payroll needs. Starting at \$28/PEPM	Ideal for growing businesses who are ready to expand their HR offerings and employee experiences with a trusted partner. Get Quote	The go-to plan for businesses seeking a customized Human Capital Management enablement that supports their business growth strategy. Get Quote
Service Level Offerings			
HR Core	\$\$		
Payroll Administration			
Garnishments	✓	✓	✓
Mobile Access	✓	✓	✓
New Hire e-Onboarding	✓	✓	✓
New Hire Reporting	✓	✓	✓
Online Payroll Entry	✓	✓	✓
PTO Setup & Tracking	✓	✓	✓
Regular & Off-cycle Payments	✓	✓	✓
Self-Service Client Portal Access	✓	✓	✓
Self-Service Employee Portal Access	✓	✓	✓
Standard Reporting	✓	✓	✓
Tax Filings	✓	✓	✓
Wage and Pay Statements	✓	✓	✓
Human Resources			
Employee Hotline*	✓	✓	✓
Online HR Admin Portal Access	✓	✓	✓
Online Tools & Resources	✓	✓	✓
Unemployment Claims Management*	✓	✓	✓
Benefits			
Electronic Benefit Enrollment*	✓	✓	✓
Health and Wellness Perks*	✓	✓	✓
Risk Management			
Claims Administration*	✓	✓	✓
Safety and Claims Management Resources*	✓	✓	✓
Workers Compensation	✓	✓	✓
HR Plus & Elite Additional Offerings			
Payroll Administration			
Dedicated Payroll Specialist		✓	✓
Human Resources			
HR Consulting & Compliance Management			
ADA Guidance		✓	✓
BLS/OEWS Notice Administration		✓	✓
CA Pay Data Report		✓	✓
Dedicated HR Consultant		✓	✓
EEO-1 Report		✓	✓
Employee Handbook (Federal & Multi-state)		✓	✓
Employment Policy Management		✓	✓
Employee Relations Guidance throughout the EE Lifecycle - Attract Me, Get Me Started, Develop Me, Manage My Performance, Engage & Motivate Me, Recognize Me, Wish Me Farewell		✓	✓
FLSA Guidance & Review		✓	✓
HR Audit		✓	✓
Leave of Absence Administration* - FMLA Only		✓	✓
Salary Report		✓	✓
Workplace Investigations Templates and Guidance		✓	✓
HR Resources & Tools			
Job Descriptions		✓	✓
Legal Updates		✓	✓
Reporting - Standard Analytics and Metrics		✓	✓
Performance Management Resources & Templates		✓	✓
Total Compensation Statement (Standard)		✓	✓
Benefits Administration			
Benefits Compliance & Guidance*		✓	✓
Benefit Offering Consultation*		✓	✓
Data Management with Benefit Carriers***		✓	✓
Dedicated Benefits Account Manager		✓	✓
Eligibility Management		✓	✓
Employee Education & Assistance*		✓	✓
Life & Disability Claims Management*		✓	✓
Open Enrollment Meetings/Webinars*		✓	✓
Renewal Strategy & Open Enrollment Assistance*		✓	✓
HR Elite Additional Offerings			
Human Resources			
HR Consulting & Compliance Management			
CA Pay Data Reporting, Upload & File			✓
EEO-1 Reporting & Upload			✓
Employee Handbook (customized incl Federal, State(s), & Municipalities)			✓
Leave of Absence Administration - FMLA - State & Local Mandated Leaves			✓
Workplace Investigations			✓
HR Performance Management			
Reporting - Ad Hoc/Custom Reporting			✓
Succession Planning			✓
Learning and Development			
Learning Management System (LMS)* - Full course catalog w/ development courses			✓
Live Trainings			✓
Benefits Administration			
Custom Benefit Offering Booklet*			✓
Risk Management			
Safety Manual*			✓
Custom Options Available*			
Benefits:			
ACA Compliance & Reporting	\$	\$	\$
Ancillary Benefits Package	\$	\$	\$
Carrier Invoice Reconciliation	\$	\$	\$
COBRA Administration	\$	\$	\$
Dental & Vision Insurance	\$	\$	\$
Employee Assistance Program (EAP)	\$	\$	\$
Flexible Spending(FSA) & Health Savings (HSA) Accounts	\$	\$	\$
FSA/HSA Plan Administration	\$	\$	\$
Medical Insurance*	\$	\$	\$
Retirement Services - 401(k) MEP	\$	\$	\$
Human Resources:			
Applicant Tracking (ATS)	\$	\$	\$
Compensation Market Analysis	\$	\$	\$
Employee Handbook (customized)	\$	\$	\$
Employee Satisfaction Surveys	\$	\$	\$
E-Verify Management	\$	\$	\$
Job Descriptions	\$	\$	\$
Labor Law Posters	\$	\$	\$
Leadership Development & Coaching	\$	\$	\$
Learning Management System (LMS)	\$	\$	\$
Performance Management System (PM)	\$	\$	\$
Pre-Employment Testing	\$	\$	\$
Skills Assessments	\$	\$	\$
CUSTOM HR Only Packages	\$	\$	\$
RISK MANAGEMENT:			
Onsite Safety Audit	\$	\$	\$
Safety Manual	\$	\$	\$
*Conditions may apply. Contact Congruity for more details.			