

## LexPro Risk Management Client Services for Employment Practices Liability

Broker Information



LexPro Risk Management Client Services Team understands and values your client's commitment to employment practice liability risk management. Controlling employment practices liability exposures while keeping pace with employment litigation trends and regulatory changes is a major challenge for all employers. Lexington Insurance Company offers our employment practices liability (EPL) policyholders industry-leading loss prevention services. These complimentary, value-add resources provide LexPro EPL policyholders with access to two of the nation's foremost law firms with a depth of experience in employment and workplace law: Littler Mendelson, P.C. and Jackson Lewis, P.C.

### Human Resource Center

In conjunction with **Littler Mendelson**, Lexington provides free access to an online Human Resource Center.

Included in the Human Resource Center are risk management products and resources designed to help policyholders manage their workforces and mitigate their exposure to employment-related litigation. All that is required for access to the site is the policyholder's policy number.

**Materials and services available online at the Human Resource Center website currently includes the following essentials:**

- **Human Resources Documents and Templates Library**  
A comprehensive collection of more than 50 human resource forms, such as employment applications, offer letters, new employment data sheets, I-9 guidelines, performance evaluation forms, termination checklists, disciplinary notices, vacation request forms, and checklists for sales, mergers and acquisitions.
- **Employee Handbook Policies and Supplemental State-by-State Information**  
A diverse library of over 80 employee handbook policies (many of which will include both practical and legal tips). Additionally, policyholders will have instant access to a summary of key employment laws for each state with a particular focus on those laws to be considered when preparing or implementing an employee handbook applicable to employees in that state.
- **Employment Law Reference Manuals**  
Policyholders will have access to more than 25 useful employment law manuals on important topics such as discrimination, disability, harassment, background screening, arbitration agreements, I-9 compliance and more.
- **Employment Law Reference Manuals for Every State**  
Policyholders will have access to employment law reference manuals providing an in-depth analysis of key employment law issues for all 50 states.
- **Employment Law News Alerts**  
These timely news e-mail alerts that policyholders can sign up for through the Human Resource Center website can help keep policyholders updated on changes in employment law and provide tips to help companies stay in compliance.

- **Employment Law Seminars and Webinars**

These topical sessions are designed to help employers keep informed about employment practice trends and regulatory changes, and minimize or avoid employer liability claims and litigation.

- **Employment Law Summaries**

The **Littleter GPS™** Online 50 state employment law diagnostic tool provides federal and state-by-state summaries and analyses of hundreds of key employment laws and regulations. This handy tool references a wide variety of important employment topics, such as: minimum wage, overtime, meal and rest periods, time off to vote, protected classifications, sick leave, vacation, training, uniforms, privacy, social media, final wages, deductions from wages, living wages, jury duty, voting leave, pregnancy and family leave, kincare, mandatory harassment training and dozens of other topics.

- **Employment Law Training Videos**

The **Littleter Learning Points** training video library takes on topical employment law issues, currently including titles such as: *How to Respond to a Complaint of Harassment or Discrimination*, *How to Reduce Risks When Terminating An Employee*, *How to Respond to an Administrative Charge of Discrimination*, *When and How to Use Severance and Release Agreements*, *How to Respond to a Claim for Unemployment*, *Misclassifying Employees as Exempt*, *Failing to Keep Accurate Time Records*, *Meal and Rest Break Obligations*, *Unpaid Volunteers and Interns*, *Timely Payment of Wages* and more.

## Risk Management Helpline

Policyholders also receive access to complimentary management solutions from Jackson Lewis, P.C., which include:

- **Unlimited Access to Risk Management Helpline**

Policyholders may access the Jackson Lewis toll-free Risk Management Helpline to discuss general questions about workplace issues.

- **Free Legal Consultation**

A two-hour legal consultation on human resources and employment law issues, such as how specific laws impact personnel decisions and potential exposure to liability anywhere in the U.S. or Puerto Rico. The scope of the consultation can address legal subjects such as discrimination issues, reductions in force, affirmative action, disability management issues and employment contracts.

- **Checklists**

Policyholders can access self-audit and pre-termination checklists to help insureds identify vulnerabilities and safely navigate risky terrain.

- **Special California State Training**

Policyholders can receive CA AB 1825 training (periodically scheduled at Jackson Lewis' California offices) to assist companies with 50 or more employees in California in fulfilling their mandate (required every two years) of providing sexual harassment training for supervisors.



### Contact:

To learn more about available risk management services available to LexPro EPL, contact the LexPro Risk Management Client Services Team at: [riskmanagement@aig.com](mailto:riskmanagement@aig.com).

# LEXINGTON INSURANCE

An  company

Lexington Insurance Company, an AIG company, is a leading U.S.-based surplus lines insurer. Additional information about Lexington can be found at [www.lexingtoninsurance.com](http://www.lexingtoninsurance.com).

AIG is the marketing name for the worldwide property-casualty, life and retirement, and general insurance operations of American International Group, Inc. For additional information, please visit our website at [www.aig.com](http://www.aig.com).

Coverage is subject to actual policy language. Non-insurance products and services may be provided by independent third parties. Surplus lines insurers do not generally participate in state guaranty funds, and insureds are therefore not protected by such funds.

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