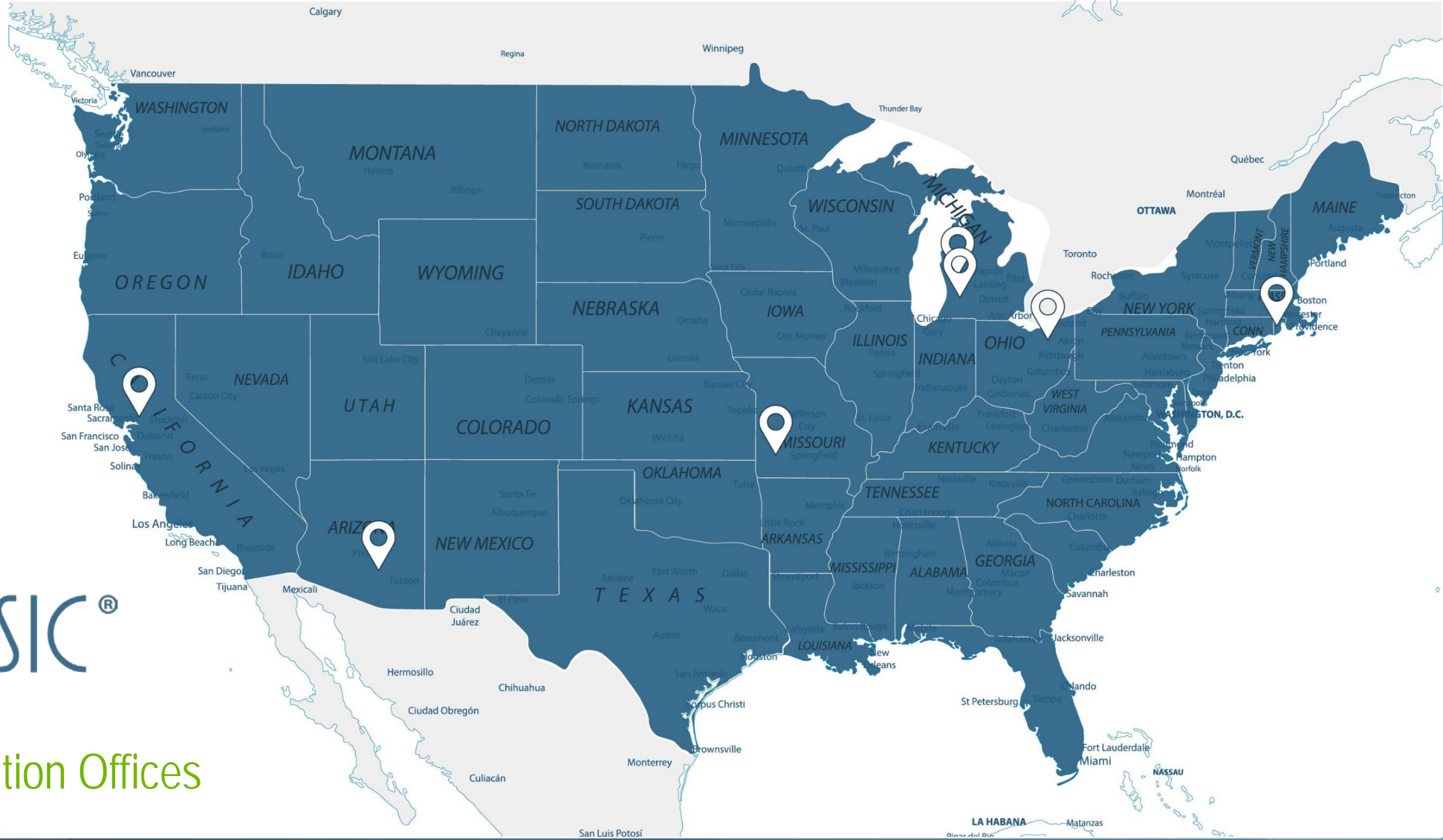




Benefits of Outsourcing Payroll & Timekeeping



BASIC is a technology driven HR compliance Company



Administration Offices



BASIC family of companies includes;

- BASIC pacific
- BASIC NEO
- BASIC New England

Technology Driven HR Solutions to Take Your Company Further



HR Solutions should be simple. **Keep it BASIC.**



Why BASIC?

- Serving clients for over 30 years
- Over 15,000 clients nationwide
- Profitable, annual growth exceeding 15%
- 95-98% client retention
- Diversified and integrated services
- 7 administration offices nationwide

Our Team



- Experienced and expert professionals, all located within the U.S.
- Every client receives a Dedicated Account Manager per line of service
- Workforce stability with low turnover
- Ongoing training and career development
- Employees are **Bonded** (*theft coverage of \$2.5 MM*)
- Errors and Omission Insurance (*\$2 MM*)

Security



- ✓ A thorough data security assessment of the potential risks and vulnerabilities of our systems are tested annually by a third party assessment firm
- Operate a full data backup and redundancy
- 100% emergency power generator backup to enable continuation of critical business functions
- Secure FTP for data exchange
- Ongoing security and privacy awareness training program for accessing, storing, transmitting and safeguarding PHI

Metrics on Average

- ✓ We **manage our processes and quality** through measuring key metrics of our operations
 - Average Phone Calls (per month): **18,379**
 - Average Hold Time: **11 seconds**
 - Phone Call Abandon Rate: **less than 1%**



Why Outsource Payroll

- According to IRS statistics, 33% of employers make payroll errors.
- Roughly 40% of small businesses incur an average of \$900.00 annually in penalties and fines
- Processing payroll internally is time consuming and non-revenue producing
- BASIC assumes full liability when processing your payroll and tax payments

Why Outsource Time & Attendance

- Automated timekeeping ensures cost savings
 - Example: Employer with 15 hourly employees making \$12.00 an hour. Each employee “skips out” an average of 4 minutes per day resulting in a loss of around \$9,000 annually for that employer.

Why Outsource Time & Attendance

- FLSA overtime rules
 - Salary thresholds raising
 - More overtime protection for salaried employees
- BASIC can help employers monitor and manage overtime hours
- Recent paid-leave laws

Demo of BASIC's Technology

Lets take a deeper look....



THANK YOU





HR BENEFITS

COBRA
FSA
HSA
HRA
Parking & Transit



PAYROLL & LEAVE MANAGEMENT

FMLA
Absence Management
Payroll & HCM
Timekeeping



COMPLIANCE & TECHNOLOGY

ACA Elevate
ERISA Essentials
Dependent Audit
HR Assist Lite

Contact Us

Request a Proposal

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