



# Payroll Outsourcing & Year-End Vendor Review



# Coast to Coast Administration



**BASIC services over  
18,000 employers  
nationwide.**



# Technology Driven HR Solutions to Take Your Company Further

Suite of HR Benefits, Payroll and Leave Management, and Compliance solutions offered individually or bundled.





# Why BASIC?

- Serving clients for over 30 years
- Over 18,000 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
- 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.
- 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

## ➤ Why Switch at Year-End?

- BASIC handles all data entry on the Company and Employee level.
- New tax year begins January 1<sup>st</sup> – no year-to-date employee data to submit to BASIC.
- Dedicated Implementation Specialist oversees the entire process, from data entry to training sessions with your staff.

# ➤ Year-End Payroll Vendor Review – Why?

- 4<sup>th</sup> Quarter is extremely busy and is often a **reactive** time of year.
- Companies grow, benefits are added and technology changes.
- Most Payroll vendors assess a 3% - 5% rate increase annually without adding any value.
- Setting aside a time to have a **proactive** discussion about what you're currently paying for, what you need now, and what you anticipate needing in the future will save you both time and money.

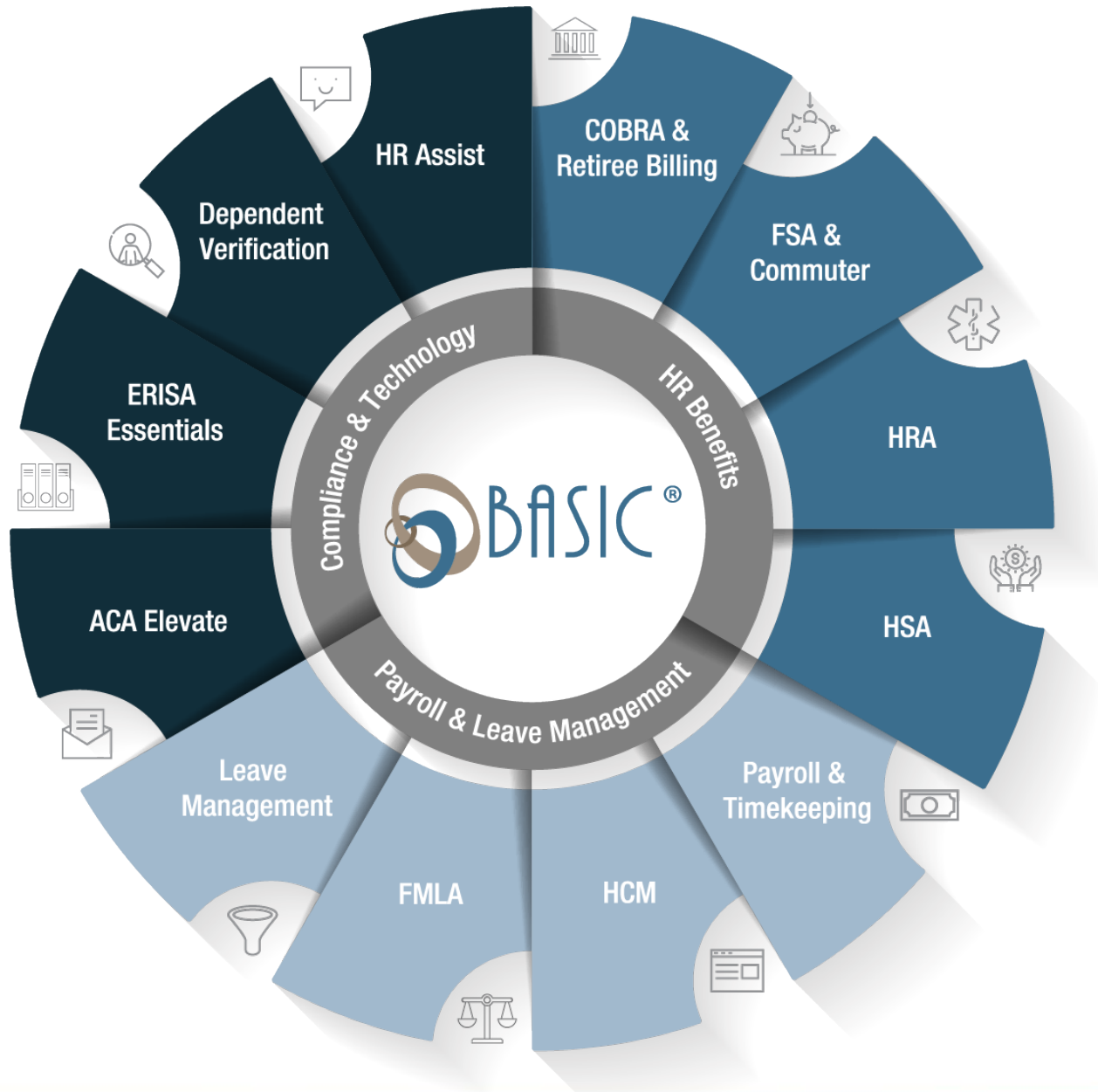
# ➤ Demo of BASIC's Technology

Let's take a deeper look...



QUESTIONS





## Request a Proposal

For you or your client at this link:

<https://www.basiconline.com/request-a-proposal/>

BASIC Sales  
888-602-2742

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

# THANK YOU

View our current webinar schedule at  
[www.basiconline.com/webinar](http://www.basiconline.com/webinar).





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