Great HR Practices Checklist

Here's a quick checklist to see if you have your HR act together. Do You?



- [ ] Dedicated to improving HR practices
- [ ] Powerful hiring process
- [ ] Use of skills testing and personality assessments
- [ ] Extensive background checks
- [ ] Team interviewing
- [ ] Powerful onboarding/orientation process
- [ ] Continuous training of management- compliance and leadership
- [ ] Sexual harassment training for all managers and employees
- [ ] Up-to-date employee handbook and personnel policies
- [ ] Proper use of offer letters and contracts
- [ ] Compliance with wage and hour obligations
- [ ] Powerful retention/turnover prevention strategies
- [ ] Powerful performance management system
- [ ] Employee surveys and focus groups
- [ ] Proper discipline and termination techniques
- [ ] Proper handling of employee complaints
- [ ] Creating a positive employee experience

- [ ] Regular scorecarding or reporting of HR status
- [ ] Auditing compliance practices
- [ ] "Hotline" support from experienced employment lawyers
- [ ] Purchase of employment practices liability insurance

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