

# HR Health Check

**GOODMAN DERRICK** LLP

Sometimes it seems that every time you open the paper, there's a new set of employment rules to follow. It is very easy to let your HR policies and practices get out of date, without even realising it.

A "check up" on your HR systems and documents can spot any problems and help you take the necessary steps to put them right.

Goodman Derrick LLP's employment department can provide a qualified lawyer who will visit your business and carry out an HR health check for you.

Our health check will review your existing arrangements and explore the needs of your business in order to identify any specific problem areas. We will discuss with you our recommendations of what changes should be put into place in order to satisfy the minimum legal requirements as well as what is desirable in order to protect your business interests.

Our visit will focus primarily on reviewing your precedent contracts of employment, staff handbooks and any employment policies, as well as giving you the opportunity to talk about general employment law issues. Our intention would be to get to know you and your business needs. We will then review your current arrangements (which may involve us taking copies of documents away with us) and follow up with our recommendations. A formal written report can be provided, if requested. We can then work together to put our suggestions into practice.

The cost of the health check will depend on the size and complexity of your business as well as how much input you want us to have in order to get your policies and practices in good order. As a guide, we envisage that charges for this service will be in the region of:

- £750 (plus VAT) for a half-day visit (up to 4 hours); and
- £1,500 (plus VAT) for a full-day visit (up to 8 hours).

If you would like a full written report of our review and recommendations, this would be in the region of £500 to £1,000 plus VAT, depending on the level of required detail. Assistance with drafting or amending contracts and policies will normally be charged at our usual hourly rates (details available upon request).

If the above is of interest to you, please contact Lesley Rule on 020 7404 0606 or at [lrule@gdlaw.co.uk](mailto:lrule@gdlaw.co.uk) for further details. Our HR Health Check is not a standard service and if you wish to use it, all enquiries must be made by 30 September 2008 at the latest.



## Employment Team:

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