



Hutchison & Steffen is a full-service law firm practicing in the following areas:

- Administrative Law
- Alternative Dispute Resolution
- Appellate Litigation
- Asset Protection & Business Planning
- Business & Commercial Litigation
- Construction Law
- Corporate & Transactions
- Creditor's Rights & Bankruptcy
- Employment Law
- Estate Planning
- Family Law
- Healthcare Professionals Advocacy
- Insurance Defense
- Landlord/Tenant
- Personal Injury
- Real Estate Law
- Trust & Probate Litigation

## EMPLOYMENT LAW

## Employment Law

Hutchison & Steffen has delivered outstanding legal services to employers for many years. The Firm's attorneys represent all types of employers, ranging from small entrepreneurial ventures to some of the largest employers in the country. Hutchison & Steffen's attorneys are experienced in an array of legal services that aid these employers in their unique business challenges.

Hutchison & Steffen provides proactive services to employers by teaching seminars and organizing workshops to educate and train employers on current legal topics, developments, and risk management issues.

**HUTCHISON & STEFFEN**

ATTORNEYS

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## Employee Relations

The relationship between the employer and employee is subject to strict laws and governmental regulations that demand sound legal advice. Among those laws and regulations governing the employer-employee relationship are:

- Americans with Disabilities Act (ADA)
- Age Discrimination in Employment Act (ADEA)
- Family Medical Leave Act (FMLA)
- Consolidated Omnibus Budget Reconciliation Act (COBRA)
- Title VII of the Civil Rights Act of 1964
- Fair Labor Standards Act (FLSA)
- Workers' Compensation
- Employee Retirement Income Security Act (ERISA)

## Human Resources Support

The daily interaction between employer and employee requires constant and vigilant attention to ensure legal compliance, prevent litigation, and maintain a productive work environment. Hutchison & Steffen provides a range of legal services to meet the daily needs of employers:

- Hiring issues
- Lawful terminations
- Preparation of handbook and personnel policies
- Workers compensation eligibility and compliance
- FMLA leave eligibility and compliance
- Immigrant workforce compliance
- Preparation of employment contracts/independent contractor agreements
- Preparation of non-compete and confidentiality agreements
- Group lay-offs
- Unionization
- Interpretation and application of state and federal laws and applicable legal standards
- Sexual harassment investigation

## Litigation Prevention

Employers can effectively prevent litigation through education, training, and timely legal advice. Hutchison & Steffen can assist employers with litigation prevention by:

- Educating human resource personnel and managers regarding employment laws, including sexual harassment and discrimination
- Training human resource personnel and managers regarding employee discharge and proper documentation
- Counseling employers with complicated or troublesome terminations
- Providing assistance with the preparation and implementation of policies and procedures consistent with federal and state employment laws
- Reviewing personnel action forms
- Giving direction regarding sexual harassment and discrimination investigations

## Litigation

The United States is the most litigious country in the world, and the average business person can expect to be sued numerous times. If an employment issue proceeds to litigation, the attorneys at Hutchison & Steffen have extensive trial experience and litigation skills to handle any employment-related claim.