

Legal & Employment Compliance Services



When it comes to HR/benefits compliance, having an extra set of eyes to review documents – or even an extra set of hands to create them – can save invaluable time and resources for any organization. Backed by some of the nation’s top benefits and employment attorneys, Businessolver’s service partnership with Seyfarth Shaw offers hands-on service for benefits-related notices, IRS filings and more.

Services Provided:

- ▶ **Claim administration** – Inquiry and/or claim review (defined benefit, defined contribution, health & welfare), at an hourly or flat rate.
- ▶ **Communication** – Summary Plan Description (wrapper) and/or document drafting.
- ▶ **Compliance Services** – Form 5500 preparation, review, filing, and delinquent filer voluntary correction (DFVC); Top Hat preparation, filing, and mailing.
- ▶ **HIPAA (Health and Welfare)** – Privacy policy, notices, and forms creation; Business Associate Agreements, and HIPAA training.
- ▶ **Legal Instrument and Levy Review** – Drafting letters of guardianship, administration and testamentary; powers of attorney (general, health, financial, and property); small estate affidavits; trust documents; income withholding orders; and payroll garnishments.
- ▶ **QDRO Administration** – For DB or DC plans; procedures and model orders.
- ▶ **QMCSO Administration** – For health & welfare plans (medical, dental, vision, and prescription); procedures and model orders. This support complements the QMCSO administration services available within Businessolver.

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