

Visceral Solutions, Inc

Providing Employer Administration Resources

List of Most Used and Requested Human Resources Trainings

Benefits and Leave

COBRA and HIPAA- What Supervisors Need to Know
Employee Benefits- What Supervisors Need to Know
FMLA- What Supervisors Need to Know
HIPAA Privacy Training for Employers
How to Manage Military Leave
Understanding Military Leave Laws
Understanding the Interplay Between FMLA and ADA

Employment Laws

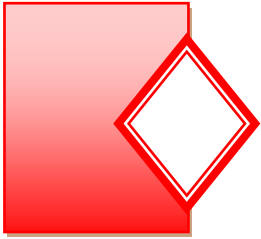
ADA- What Supervisors Need to Know
Title VII- What Supervisors Need to Know
FLSA- What Supervisors Need to Know
Employment Law for Supervisors- What You Should and Shouldn't Do
Workman's Compensation- What Supervisors Need to Know

Human Resources Administration

Business Writing for Employees and Supervisors
Customer Service Skills- How We Can All Improve
Dealing with Change- How Supervisors Can Help
Job Descriptions- How to Write them Effectively
Motivating Employees- Tips and Tactics for Supervisors
Creative Problem Solving- Supervisors
Problem Solving for Employees
New Employee Orientation
Record Keeping and Notice Requirements
Team Building for Employees and Supervisors
Workplace Privacy- What Supervisors Need to Know
Workplace Theft- What Supervisors Need to Know

Employee Performance and Termination

Attendance Management- What Supervisors Need to Know
Dealing with Challenging Employees
Handling Employee Complaints
How to Manage Downsizing and Layoffs
Measuring Job Performance- What Supervisors Need to Know
Performance Appraisals- How to Conduct them Effectively
Performance Goals- How Goals Help Supervisors
Manage Employees More Effectively
Progressive Discipline
Substance Abuse in the Workplace- What Employees and Supervisors Need to Know



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Staffing and Training

Interviewing Skills for Supervisors
Hiring Legally
Professional Behavior
Reducing Turnover and Increasing Retention
Time Management for Supervisors
Planning and Organizational Skills

Diversity and Discrimination

Diversity for All Employees
Diversity- Legal Basics for Supervisors
Preventing Discrimination in the Workplace
Sexual Harassment for Employees and Supervisors
Workplace Harassment for Employees and Supervisors

Health and Safety

Employee Safety Training
Preventing Slips, Trips and Falls: A Guide for Employees
Violence in the Workplace- How to Prevent and
Defuse for Employees and Supervisors

Communication

Coaching Techniques
Conflict Resolution for Supervisors and Employees
Effective Communication for Employees and Supervisors
Effective Meetings- How to for Supervisors

Leadership

Delegation Techniques
How to Manage Challenging Employees
Leadership Skills- What Supervisors Need to Know

Wellness

Wellness and You
Stress Management