



CoADVANTAGE®


# Partnering for Success

OVERVIEW OF SERVICES

Studies show that human resource functions consume 25-35% of an owner's time.\*

CoAdvantage helps you save time and money by managing your company's core HR functions.





As a professional employer organization (PEO), CoAdvantage specializes in – and excels at – handling human resources. We are HR experts who work as your outsourcing partner to administer payroll, benefits, workers’ compensation and core HR functions.

Our integrated and flexible approach to personalized HR management enables us to provide top level services for small business owners in many industries. We help employers improve profitability and simplify employment management by building a solution that supports your business needs and allows you to refocus your resources on growth and development.

“PEO clients enjoy a 35% savings on HR administration, even as they enjoy a significantly higher level of services.”

\*National Association of Professional Employer Organizations,  
*The State of the PEO Industry 2016: Markets, Value, and Trends*



Under a co-employment arrangement, CoAdvantage and you share certain employer responsibilities, but you maintain control of your day-to-day operations and retain responsibility for production, staff management, planning/investment spending, finance, sales, and marketing.

## Services At-A-Glance

### Payroll

- Processing, W-2, Filings
- Time Labor Management
- PTO, SUI, Unemployment Claims
- Year-End Tax Documents

### Benefits

- Medical, Dental, Vision
- Life, Disability, FSA
- 401(k), EAP, COBRA
- ACA Reporting

### Risk Management

- Workers' Comp Coverage
- Claims Administration
- Safety Programs, OSHA
- EPLI, Wage/Hour Law

### Human Resources

- Hiring, Onboarding, Handbooks, Training
- FMLA
- Talent Assessment
- Performance Management

“For a small company, having a PEO relationship is pivotal. It gives me the time to focus on what I am supposed to be focusing on, which is the business—the profitability of the company, our revenues.”

Adrian Swaim, CFO, Atlas Professional Services  
CoAdvantage Customer

## Customer-Centric Approach

Our ability to serve you with a high degree of expertise stems from understanding your market, uncovering your business needs, and implementing a service model that ensures smooth integration. As we onboard your account, our team of professionals will provide hands on support, working closely with you and your employees to ensure a seamless transition. Meantime, our certified HR consultants work with you to provide guidance and develop service plans that support your business objectives, help keep you compliant, and heighten employee engagement.

Put yourself in a rewarding partnership and contact us today about integrated HR solutions for your business. Call toll-free or visit [coadvantage.com/goco](http://coadvantage.com/goco) to schedule your complimentary consultation.

COADVANTAGE®

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[coadvantage.com](http://coadvantage.com)



## CoAd360 Technology

Managing HR functions is fast and easy with CoAdvantage's self-service CoAd360 HR portal, which provides secure online access to employers and employees. Quickly and efficiently manage payroll, benefits, time, reporting and more with a customizable design and mobile capabilities.



## Educational Resources

As a CoAdvantage customer, you can subscribe to our extensive online learning library, featuring a variety of HR, compliance, and management courses to aid knowledge and skill development for both you and your employees.



## Health Care Reform

CoAdvantage will assist you in navigating the complexities of health care reform. Our resources and consultative support are designed to help employers plan for and comply with rules and requirements, including form 1094-C and 1095-C reporting.



PAYROLL | BENEFITS | RISK | HUMAN RESOURCES

CoADVANTAGE®

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CoAdvantage holds the following PEO licenses in Florida: GL82, GM280, GM260, GM517, GM516, GL36, GM75, GM74, GM286, GL69, GM142, GM141, GM285, GL8, GM293, GM279, GM27, GM294, GL147, GM365, GM367, GL187, GM498, GM497, GM496, GM495, EL346, DM53, GL226, GM596, GM597, GM598, GM599

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