

TRAVELING TRAINING ANNOUNCEMENT

WE ARE COMING TO YOU!

For over 15 years, the Council has provided high-quality, cost-effective training to businesses along the Wasatch Front. Now outlying business communities also have easy access to our excellent training!

LOGAN LOCATION

March 6, 2012

Bridgerland Applied Technology College
1301 N 600 W, Logan, UT

ROY LOCATION

March 8, 2012

Ogden-Weber Applied Technology College
1843 W 4000 S, Bldg 2, Roy Utah

LEHI LOCATION

March 15, 2012

Stevens-Henager College
1250 E. 200 S. Ste 1G, Lehi, UT

Registration & Continental Breakfast:

7:30 - 8:00 a.m.

Training:

8:00 - 10:30 a.m.

Have you ever been on the verge of terminating an employee with poor attendance, only to discover at the last minute he or she has a medical condition? Slow down – now it gets *complicated*. Managers are the initial point of contact and the first line of defense when it comes to complying with FMLA. Yet they are often unaware of their responsibilities under this complex law. Managers who are educated and informed have the advantage of minimizing frustration and limiting company liability by recognizing early signs and starting the FMLA clock ticking.

This informative training will teach managers and supervisors what they need to know about FMLA and practical ways to make FMLA work.

Topics to be covered include:

- ▶ Overview of FMLA
- ▶ Managers responsibilities under FMLA
- ▶ How to handle leave, including intermittent
- ▶ How to manage employee performance
- ▶ Common mistakes made by managers

Arm your managers with the knowledge and skills to effectively manage FMLA leave, reduce frustration, and keep the company compliant!



Certification: This program is approved for 2.25 general recertification hours toward PHR, SPHR, and GPHR recertification through HR Certification Institute.

REGISTRATION INFORMATION:

Location: Logan ___ Roy ___ Lehi ___

Name _____

Name _____

Company _____

Address _____

City/State/Zip _____

Phone _____ Fax _____

E-mail Address(es) of person(s) to receive reminder:

PAYMENT METHOD:

**Cost: \$ 79 per Council member
\$ 99 per non-member**

___ Check Enclosed

___ Bill Me

___ Credit Card

___ Visa ___ Master Card ___ Amer Exp ___ Discover

Credit Card # _____

Expiration Date _____

Name on card _____

Signature _____

Refund given if cancellation is received at least one week prior to training

Register for FMLA - What Managers Need to Know by:

E-mail: info@ecutah.org

Fax: 801-364-8915

Phone: 801-364-8479

Mail: The Employers Council
175 W 200 S, Suite 2005
Salt Lake City, UT 84101

* The use of this seal is not an endorsement by HR Certification Institute of the quality of this program. It means that this program has met HR Certification Institute's criteria to be pre-approved for recertification credit.