

Benefits Administration

Parente HR Services provides customized, affordable HR solutions that work. We can manage virtually all of your HR needs in a way that creates real value for your organization. As an extension of your company we can provide a combination of traditional and technical solutions.

Services

- Implementation and conversion of existing benefit plans
- Coordination of open enrollment
- Toll-free access to a dedicated client services account team
- Development of customized employee communications materials
- Open and ongoing enrollment handling
- Web-based enrollment
- Flexible spending account processing
- COBRA/HIPAA administration
- On-leave administration (STD/LTD/FMLA)
- Student verification process
- Ongoing qualifying life event change processing
- Employee record/data management
- Retiree benefits administration
- Private label capability
- Plan compliance and regulation

PARENTE | HR SERVICES
A Parente Randolph Company