

ADP TotalSource®

HELPS SMBS TURN HR CHALLENGES INTO GROWTH OPPORTUNITIES



Always Designing
for People®

See what it does

We've heard it thousands of times — **It's just easier to do HR myself.**

We applaud your enthusiasm. Really, we do. HR is not easy but it can be overwhelming.



WOULD YOU RATHER

X

Spend time
on HR

✓

Spend time focusing
on your business

The problems with doing HR yourself (without a trained HR professional) can pile up



**DON'T WORRY.
THIS IS WHY
ADP TOTALSOURCE
EXISTS.**

When you're ready to throw in your HR hat, **ADP's PEO is here for you.**

It's what we do, to help businesses get back to business.

Your dedicated ADP HR Business Partner helps with benefits, hiring, turnover, training, compliance and more to set your business up for success.

What's ADP TotalSource?



It's like having an entire HR team on your corner — handling HR, compliance, payroll, benefits and offering employee support — so you can focus on running your business.



**ADP TOTALSOURCE IS HERE TO
TAKE THE STRESS OUT OF HR**

This partnership provides you with the advantages of a full-service HR department **plus access to better, personalized benefits for your employees.**

- ✓ Dedicated experts and daily administrative relief
- ✓ Award-winning HR technology
- ✓ Access to top-tier benefits
- ✓ Workplace safety that works
- ✓ Data and insights on day one

With ADP TotalSource:

You get all-in-one HR technology plus ADP experts who provide administrative relief, expertise and insights.



Work with dedicated experts who offer daily HR administrative relief to your business



You can expect personalized guidance from ADP's pros. Each brings years of experience helping SMBs from many different industries. They have the know-how to apply their knowledge and experience to your business.

ADP TotalSource takes administrative HR tasks off your plate. For example, all benefits administration tasks are handled by ADP, while our payroll and payroll tax tasks begin after you submit your payroll data each pay period.

DEDICATED SUPPORT

- HR business partner
- Payroll business partner
- Tax business partner
- Risk and safety consultant

TEAM SUPPORT

- Benefits specialists
- ADP MyLife Advisors® for employee support
- Talent specialists
- Tax consultant
- HR central investigations group
- Workers' compensation claims



With ADP TotalSource, you're not alone. You have an ADP team to guide you and to help you be successful.



"ADP has been excellent to work with from implementation to daily HR and payroll."

— **Michael K.**

Director of administration,
Telecommunications company

Access all-in-one HCM technology

ADP TOTALSOURCE AWARD-WINNING TECHNOLOGY

Our intuitive, all-in-one platform makes it easy to manage your people and tasks with self-service tools and a top-rated mobile app. Plus, find all the data you need in minutes, available 24/7.

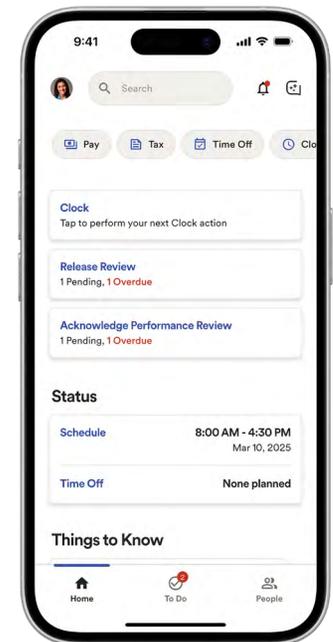
- User-friendly, intuitive tech
- ADP Workforce Now HCM Tech (HR, payroll, benefits, compliance)
- Top-rated mobile app
- ADP® DataCloud Analytics and enhanced insights (benchmarking)
- Employee self-service
- Reporting (300 standard reports and custom report builder)
- Time and scheduling
- Learning management system



"Very user friendly, easy to navigate. Reports are great. Current on laws and mandates involving HR."

— Joilyn O.
Assistant HR manager

Access all of your HR to-dos, **all in one place.**



[SEE ALL ADP TOTALSOURCE FEATURES >](#)

Offer personalized employee benefits, all handled for you



Partnering with ADP TotalSource allows you to provide your employees with the most attractive benefit plans available, while ADP takes care of 100% of the benefits administration work:

- Benefits coverage in all 50 states
- Top-tier health, vision and dental
- Retirement accounts, including 401(k)
- Life insurance, HSA and FSA, disability coverage and accident insurance
- Employee perks, such as gym memberships, discounted goods and services
- Employee Assistance Programs (EAP), pet wellness and more

YOUR DEDICATED ADP HR BUSINESS PARTNER WILL HELP YOU:

- ➔ Develop a benefits strategy to choose the best plans available
- ➔ Oversee carrier negotiations
- ➔ Assist before and during open enrollment
- ➔ Handle claims and tackle cumbersome benefits administration tasks



Reimagine **your benefits strategy** and transform your company's culture, making you an **employer of choice.**

A proactive approach to control labor costs and get to the root of safety issues



WE PRIORITIZE



WORKPLACE SAFETY

ADP TotalSource goes beyond simply supplying you with workers' compensation coverage. We're also here to help you make your workplace safe.



HELPING EMPLOYEES GET THE CARE THEY NEED

A 24/7 nurse line provides support for the injured employee and his supervisor to help him seek the proper treatment and properly process the workers' compensation claim.



Risk and safety consultants help you:

- ✓ **Evaluate hazards** at your work site
- ✓ **Make recommendations** to reduce these hazards
- ✓ **Provide safety training** for your employees and managers
- ✓ Review **OSHA inspection reports**

Work with a dedicated team of risk management experts to help your business **protect your employees** and remain compliant with federal and state regulations.



ADP TotalSource is both **IRS-certified and ESAC-accredited**, one of only 4% of PEOs.

Unify, enhance and understand your people data better



MAKE INFORMED, DATA-DRIVEN DECISIONS

ADP TotalSource gives you access to **ADP Datacloud's AI-powered analytics** to help you drive growth throughout the employee life cycle and make informed business decisions.

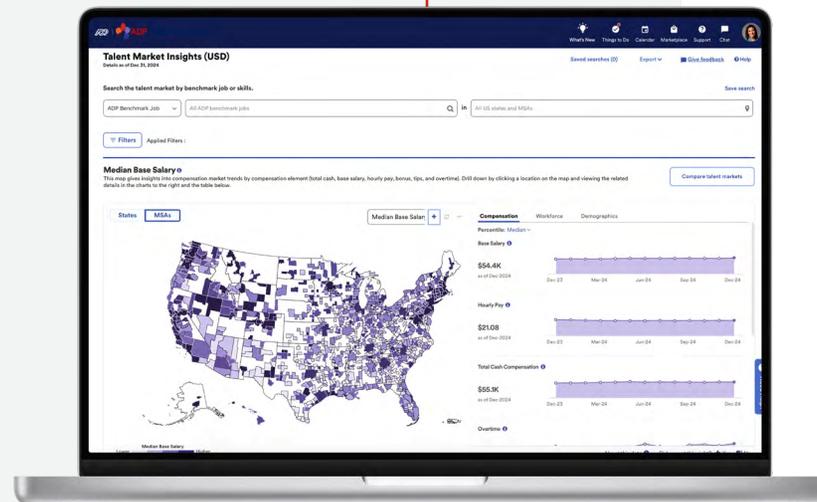
See how you measure up to others with the industry's largest workforce dataset.

Access a range of benchmarks based on 30+ metrics, including:

- Compensation and pay inequity focus areas
- Overtime metrics and benchmarks
- Workforce demographics and diversity
- Turnover and retention metrics



ADP benchmarks are aggregated and anonymized HR and pay data from our U.S. client base — over **1 million employers** with more than **39 million employees.**



ARE YOU READY TO PARTNER WITH THE LARGEST PEO IN THE U.S.?

ADP TotalSource is highly rated by our users



FOR MORE INFORMATION

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