

ADP SmartCompliance®

# NEW HIRE REPORTING

**Simplify your new hire  
reporting requirements with  
a streamlined solution.**



Whenever you hire a worker in the United States, you must promptly and accurately report worker information to state agencies. Failure to report may result in the company facing penalties, fines, interest charges, and more.

ADP's New Hire Reporting provides a comprehensive and compliance-enabled service that helps automate your reporting of state and territory requirements.

## Comprehensive Compliance and Coverage

New Hire Reporting keeps you covered, no matter the situation:

- Complete coverage of all 50 states, as well as the District of Columbia, Puerto Rico, US Virgin Islands, and Guam
- Supports new hires, employees moving to another state, and rehires
- Automatically adjusts as you expand across new geographies

## Seamless Automation and Integration

Once up and running, New Hire Reporting is automated:

- After integration and configuration, the system operates independently—set it and forget it!
- New Hire Reporting will pull daily from your HR and Payroll systems to ensure current, accurate data
- Onboarding is simplified based on your other ADP SmartCompliance® solutions integrations, like ADP Health Compliance
- Is customized to each state's specific format, technical, and reporting requirements



54

jurisdictions  
available



12.5 M

new hire transmissions in  
the past 12 months\*



\*ADP 2025 internal data

## Enhanced Visibility and Error Management

Tools to keep you on top of your New Hire Reporting requirements:

- Pre-transmission error checks show you what to fix in your system of record to help ensure accurate information is reported to agencies the first time
- ADP's Compliance Experts keep you informed and updated on rapidly changing state regulations
- ADP SmartCompliance portal provides an easy-to-use experience and real-time visibility into an often unseen back-end report

### All this means you can:



**Save time** with reduced manual data entry and reporting



Help **lower your risk of non-compliance** with embedded error checks, corrections, and accurate reporting



**Have peace of mind** knowing reporting of new hires will happen automatically



## About ADP SmartCompliance®

ADP SmartCompliance integrates with your HCM system to give you a comprehensive solution that's configurable to your company's current and future needs. You'll have the tools to manage and understand the full breadth of your company's HCM compliance activities. You can leverage experts who are veterans of various regulatory agencies. And you'll have professionals with domain expertise in various compliance areas working directly on your behalf.

ADP SmartCompliance® helps with these processes:

- |   |   |
|---|---|
|  Employment tax          |  Unemployment claims |
|  Employment verification |  Wage garnishments   |
|  Health compliance       |  Payment solutions   |
|  Tax credits             |   |



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