

# HR Compliance



## Quality & Compliance Essentials

*“We need to train all our employees on critical compliance topics such as diversity, harassment and others.”*

*“We would prefer to make this training convenient, so employees can participate on their own time.”*

Hundreds of companies trust UL EduNeering’s HR Compliance courses to deliver “core” compliance training that impacts onboarding and annual training requirements.

Written by industry-leading subject matter experts, these courses have been taken by more than 200,000 professionals since 2011. In most cases, training teams have embedded these eLearning courses as part of new hire programs, which may include classroom events and company policy review training.

The Quality & Compliance Essentials set enables organizations to gain affordable access to five of the most popular courses in our HR Compliance Library - for a single price.

HR teams can deliver these courses to as many learners as possible, eliminating the need to develop – and maintain - these critical HR courses on their own.

### The HR Compliance program includes these five courses:

- Diversity in the Workplace
- Harassment in the Workplace
- Sexual Harassment Awareness for Employees
- Family and Medical Leave Act (FMLA)
- Substance Abuse

## Diversity in the Workplace

This course explains how culture influences values, assumptions, thought processes, and work relationships. Topics in this course include Importance, Change, Laws, and Stereotypes.

After completing this course, learners will be able to recognize the changing work environment and identify how to improve their working relationships with people from different backgrounds.

LAV05



## Harassment in the Workplace

Harassment is a serious and growing issue facing companies today.

This course is designed to help participants deal with harassment in the workplace by showing them how to identify harassing behavior, avoid harassment, and address harassment if it occurs.

LAV21



## Sexual Harassment Awareness for Employees

This course is designed to educate you about the Equal Employment Opportunity Commission's (EEOC) definition of sexual harassment as well as to present information on identifying harassing behavior, and avoiding harassment.

This course also outlines steps to take should harassment issues arise involving the workplace.

LAV08



## Family and Medical Leave Act (FMLA)

This course helps managers and supervisors understand the federal Family and Medical Leave Act (FMLA). Managers will learn who is covered by the FMLA, what leave and other benefits must be provided to eligible employees, as well as notice and recordkeeping requirements.

The course also provides examples of situations where employees are protected under the Family and Medical Leave Act.

LAV06



## Substance Abuse

This course discusses substance abuse as it affects both the workplace and the home. Topics in this course include: Substance Abuse, Alcohol Abuse, Alcoholism and Self-Evaluation, Drug Abuse and Addiction, and Response.

After completing this course, learners will be able to recognize psychological and physical effects of substance abuse and the common behavior characteristics of co-workers and family members with abuse problems.

LAV10



## An Engaging Learning Experience

To ensure the learners retain the material, each course contains “interactive quizzes” that must be completed before learners can move to the next chapter. Learners can take these quizzes as often as possible to achieve the 80% passing score. These attempts are not reflected in their qualification record.

In addition, courses contain a number of interactive activities that engage learners. These interactions also “chunk” critical information, which has been proven to improve retention in adult learners.

## Convenient Delivery

Courses can be delivered in one of three methods:

- **SCORM:** Course files are provided in SCORM, so they can be delivered via your organization's SCORM-compliant learning management system. Optional maintenance fees are available, in the event that the courses are updated to reflect new regulations.
- **AICC:** Course files are delivered as AICC, so they can be delivered via your organization's AICC-compliant learning management system.
- **ComplianceWire®:** Courses can be delivered through UL EduNeering's ComplianceWire learning management system for an additional fee.

## Get Started

To learn more about the HR Compliance set, or view a preview of the courses, please contact Pat Thunell at [pat.thunell@ul.com](mailto:pat.thunell@ul.com).