



# Employment Risk Management Services

*The Norfolk & Dedham Group* is honored to be your EPL insurance provider. As a value-added component to the coverage, we are pleased to provide you with complimentary access to employment risk management services online at <https://ndgroup.employerprotection.net/> and a call to our toll-free Legal Advice Line.

Our website <https://ndgroup.employerprotection.net/> provides an extensive variety of tools and information to help protect you from employment practices claims. Highlights of resources available include:

- A sample Employee Handbook encompassing language for various employment policies.
- Best-practice checklists for employment decisions.
- Model forms such as employment applications and performance evaluations.
- Training modules for your employees on topics such as preventing harassment in the workplace.
- Article library of current employment-related news and legal opinions.
- Links to federal and state employment laws and agencies.

## Legal Advice Line

We also provide you with access to our Legal Advice Line. You can speak to an experienced employment attorney by dialing **1-877-529-4375**. Please have your insurance policy number available when calling.

Federal and state employment laws can be complex. Our dedicated attorneys can give you general counsel on a range of questions related to employment decisions such as hiring practices, accommodating employee requests, and terminating employees.

We encourage you to take full advantage of these services that we provide at no cost. Usage does not erode the limit of coverage.

Thank you for choosing *The Norfolk & Dedham Group*.

## Registration

You can start using the website by completing easy registration steps below.

1. Designate a Site Administrator at your organization who will manage the website for all users.
2. Go to <https://ndgroup.employerprotection.net/> and click "Register."
3. Enter the passcode for your company: **NDGroup**
4. Complete the registration information and submit.
5. Within 24 hours, you will receive an email confirmation and can schedule a walk-through.