

HR / EMPLOYEE ADVOCACY

Bim Group is committed to making employee benefits easy to implement and administer while affording HR professionals the opportunity to focus on their core responsibilities. Our HR / Employee Advocacy resources are designed to support executive leadership decisions regarding benefits in tandem with providing employees with an exceptional benefit experience year-round.

BimGroup











Contact Us

859.255.9455

bimgroup.us

info@bimgroup.us

TABLE OF CONTENTS

I. HR RESOURCES / HRCI CERTIFICATION 3

Integrated suite of HR knowledge, content and training solutions.

II. BENEFIT ADMINISTRATION SUPPORT 5

Best in class technology, unparalleled support

III. EMPLOYEE CONCIERGE SERVICES 6

We help you navigate issues while adhering to the highest standards of HIPAA.

HR RESOURCES / HRCI CERTIFICATION

Bim Group provides an integrated suite of HR knowledge, content and training solutions.

As a UBA partner firm, we are able to equip HR professionals with a prolific set of tools to support all aspects of human resources.

UBA Partner Firm

LEARNING CENTER

More than 200 web-based training courses that ensure compliance, reduce risk and drive employee engagement. Plus, an intuitive admin dashboard and robust reporting.

INSIGHTS

All the news and analysis HR professionals need to stay current and compliant with changing regulations, in conjunction with a library of best practices and new hire forms, such as W-4, I-9, W-9 and job application template.

RISK & SAFETY RESOURCES

Content, tools and online training designed to mitigate risk and reduce costs.

LIVE EXPERTS

- Certified HR experts answer questions, render advice and follow up with research to resolve issues.
- In-house, Lexington based employer / employee claims concierge, accessible via email and by phone 8:30am-5pm Eastern each business day.

You're too busy to research HR and compliance regulations. So don't.

Mineral takes the guesswork out of HR and compliance so you can manage workplace challenges with confidence. From expert guidance and resources to proactive alerts, Mineral is your one-stop ticket to a healthier organization.

Mineral MITRATECH

Mineral Platform™

Powered by an innovative mix of data, technology and human expertise, Mineral Platform offers everything you need to keep your organization on track.

- Smart Employee Handbook
- HR Compliance Library
- Proactive To-Dos
- Learn: Employee Training Courses
- Job Description Library
- Salary Compare
- Compliance Calendar
- HR Assessment
- Benefits Document Creator
- OSHA Log

...and so much more!



- Trusted guidance from a certified HR expert who will answer your questions in terms you can actually understand.
- Mineral Experts bring deep expertise in employment law, benefits, compensation and employee relations to your business.

HR RESOURCES / HRCI CERTIFICATION

Bim Group provides an integrated suite of HR knowledge, content and training solutions.

COMPLIANCE LIBRARY

An extensive resource library including insightful guides, comprehensive checklists, and other invaluable resources to navigate HR, compliance, safety, and People Risk Management issues.

LAW ALERTS, NEWSLETTERS, AND WEBINARS

A steady stream of need-to-know information such as breaking compliance news, expert analysis, legislative updates, and best practices through Law Alerts, monthly newsletters, and webinars approved for SHRM & HRCI credits.





LIVE ADVISORS

Senior SPHR and PHR certified advisors to provide trustworthy guidance to prevent and resolve challenging people situations and compliance issues.

LIVING, ADAPTIVE EMPLOYEE HANDBOOK

A federal and state level compliant handbook builder that allows the incorporation of unique company policies and delivers policy update alerts as regulations change.

LEARNING MANAGEMENT SYSTEM

Delivers courses on a variety of topics your employees and organization need to adhere to compliance mandates, improve safety, foster professional development, and improve engagement.

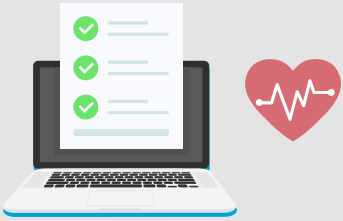
BENEFITS DOCUMENT CREATOR

A simplified solution for the creation and ongoing maintenance of ERISA compliant Wrap, SPD, and POP documents, including policy update alerts and digital signature functionality.

BENEFIT ADMINISTRATION SUPPORT

Best in class technology, unparalleled support

Benefit administration technology is an efficient system for managing tasks such as on-boarding, terminations, qualifying events and compliance reporting at a lower cost. These systems allow HR teams to spend less time juggling administrative tasks and empowers employees to learn about and select benefits that best suit their needs.



SYSTEM INTEGRATION + DATA TRANSFER

Vendor Coordination, EDI Services, Payroll Interface, Enrollment Bureau, Data Auditing

ACA REPORTING + TRACKING

ACA data integration, 1094 & 1095 form completion technology, Electronic filing

BILLING + REPORTING

Self Billing, Scheduled + Customized Reports, Billing Reconciliation + Consolidation

From finding the perfect online system based on your needs to efficient implementation and expert support, we'll partner with you to make sure you get the solutions you deserve.

HERE'S HOW IT WORKS:

DISCOVER

- Determine your needs and goals.
- Find the best solution to match.
- Walk your team through the proposed solution.

IMPLEMENT

- Kick off your custom site build.
- Test, refine, repeat.
- Roll out your system and train your team.

SUPPORT *(ongoing)*

- Regular check-ins with your account manager.
- Apprize Academy training sessions.
- Quarterly enrollment audits, service reports and more.

DEDICATED ACCOUNT MANAGEMENT.

WITH YOU EVERY STEP OF THE WAY.



EMPLOYEE CONCIERGE SERVICE

Bim Group's in-house employee claims concierge helps you navigate issues while adhering to the highest standards of HIPAA.

We serve as the liaison between our client and all employee benefit insurance providers, led by our account management teams. Client Service Concierges (CSCs) utilize our dedicated carrier contacts to advocate for our client's members.

AT THE INDIVIDUAL LEVEL, YOUR DEDICATED CSC HELPS MEMBERS WITH:

- Claims and Billing Resolution
- Coverage Issues
- Wellness Claim Filings
- Other General Service-Related Issues





The Client Service Concierge utilizes our back-office contacts with each carrier to advocate for our client's members. However, advocating for members must be done in a compliant manner, thus, when required, all documentation (i.e., HIPAA release) is obtained prior to beginning to work on member claim issues.

For particularly challenging circumstances, your AE will become directly involved with the insurance providers in support of the member, while also making recommendations to the client's Human Resource team.



1151 Red Mile Road | Lexington, KY 40504
859.255.9455 | **bimgroup.us**