

J. J. Keller's FMLA Program Administration Service



Reduce costs, improve compliance, and eliminate hassle – let us manage your FMLA cases



FMLA requests have increased significantly over the past decade, creating more complex and time-consuming work for HR professionals. Problems with under-reporting leave and approving illegitimate leave are common, resulting in higher costs and reduced productivity.

J. J. Keller's FMLA Program Administration Service takes the burden of managing FMLA off your shoulders, letting you focus on other HR priorities. Our FMLA experts will help you comply with leave regulations, determine and track leave, and oversee the required communication and documentation.

Starting with the first notice of potential leave, our experts will guide you in leave determination, certification review, document management and leave tracking — all according to federal and state requirements. We'll help you reduce the risk of employee conflicts and legal action.

HOW THIS SERVICE HELPS YOU:

Regulatory Guidance

- Relationship between Federal and state regs
- Employment law expertise
- Regulatory changes and interpretations

Leave Determination

- Employee eligibility
- Qualified leave
- Consistent management

Certification Review

- Tracking, auditing and retention
- Notification of deficiencies
- Access to physicians for second opinions

Document Management

- FMLA-required communication
- File retention and purge processes
- Data security

Leave Tracking

- Duration determination and monitoring
- Company or location-specific calendar
- Intermittent leave monitoring



Provide consistent leave delivery across your entire company, including all locations

• Reduce the amount of illegitimate leave

• Ensure that leave hours are accurately managed

• Provide unbiased leave determination

• Manage FMLA compliance

• Report on leave hours, approved cases, and case details



Build a Smarter Compliance Program.™

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