

# HR Forms & Tools

## EEO & Other Employment Law Issues

### List of Included Documents

#### ADA

- ADA - Reasonable Accommodation Guide
- Determining who is Protected Under the ADA
- Epilepsy in the Workplace – Applying the ADA to Medical Disabilities
- Letter from Company to Employee Who is Requesting Work Accommodations or Restrictions Under the ADA
- Letter from Employee to Doctor or Other Medical Professional Requesting Medical Records – Part of an ADA Reasonable Accommodation Review
- Letter to Doctor or other Medical Professional Requesting Information Regarding Disability Status of Employee
- Reasonable Accommodation and Undue Hardship
- Two Increasingly Common ADA Issues: Telework as an Accommodation and Diabetes in the Workplace

#### Confidentiality and Non-Compete Issues

- Employee's Acknowledgement to Protect Confidential Information and Competitive Position at Termination
- Safeguarding Company Information and our Competitive Edge Memo
- Sample Letter to New Employer of Person Covered by Confidentiality, Invention, or Noncompete Agreement
- Sample Noncompete and Confidentiality Agreement

#### EEO & Other Employment Law Issues

- A Comparison of the Significant Elements of the ADA, FMLA, and Workers' Compensation
- Anti-Harassment and Non-Discriminatory Policy Acknowledgement
- Are You Protected Under The ADEA?
- Avoiding the Retaliation Nightmare
- EEO and Affirmative Action Statement of Policy
- EEO-1 Report (pdf file)
- EEOC Guidelines – Racial, Religious, and National Origin Discrimination
- Key Issues Surrounding Religion in the Workplace
- Off Duty Conduct
- Pregnancy and Maternity Issues in the Workplace
- Prescriptions for Employment Law Training
- Religious Accommodation Request
- Rest and Meal Breaks – What's Required?
- Retaliation Claims Are Growing
- Summary of Federal Employment Law Requirements
- Tips from Kindergarten and How They Can Keep You Out of HR Legal Trouble
- Top 10 Lists Aren't Just for David Letterman
- Vets-100 Report (pdf file)



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#### Employment Practices

- Dress and Appearance Codes
- Employee Internet Use Guidelines
- HR Department Planning
- Matching Gift Request Form
- Measuring Key Human Resource Functions
- Sample Human Resource Mission Statements
- What Do Union Rules Have to Do with a Non-Union Environment

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