HOW A HEALTH CARE PROVIDER
SAVED 20 WEEKS A YEAR IN
PERFORMANCE REVIEWS

paycom®

To serve patients more effectively, a health care provider network needed to slash inefficiencies and encourage employee engagement. Switching to Paycom's single software solution helped this HR department meet workforce needs more quickly and greatly reduced time-consuming administrative work, allowing for an increased focus on employee development while maintaining data security.

CLIENT INFO

» **431 employees**
» **Headquartered in California**
» **17 locations**

PREPARING FOR ANNUAL PERFORMANCE REVIEWS

PREVIOUS SYSTEM

35 DAYS x **3** HR PEOPLE x **8** HOURS PER WEEK = **840** HOURS

WITH PAYCOM

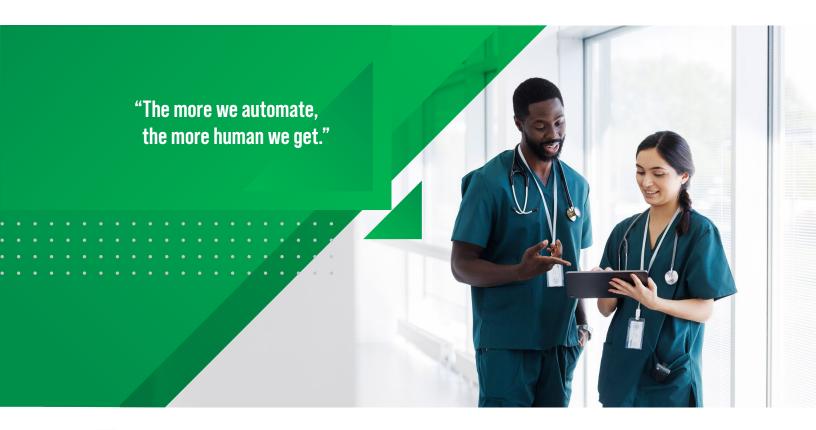**5** DAYS x **1** HR PERSON x **8** HOURS PER WEEK = **40** HOURS

TOTAL COST SAVINGS: 800 HOURS, OR 20 WEEKS, EACH YEAR

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CHALLENGE

With 17 locations in one of the nation's largest cities, this provider understood the importance of HR software in facilitating communication. But time-consuming paper processes still created several issues, including unsecure data, costly storage and — the biggest issue — inefficiency.

Paper performance evaluations and lengthy job descriptions took up physical space, couldn't be shared easily and contributed to overlong processes. Onboarding just one new hire required a stack of paper an inch tall; the information on it had to be entered painstakingly into legacy HR software by an HR professional who had to start over whenever data collection or verification was needed, since the software didn't save the progress. To update any personal information, employees had to visit HR and complete paperwork verifying the change to keep it on record.
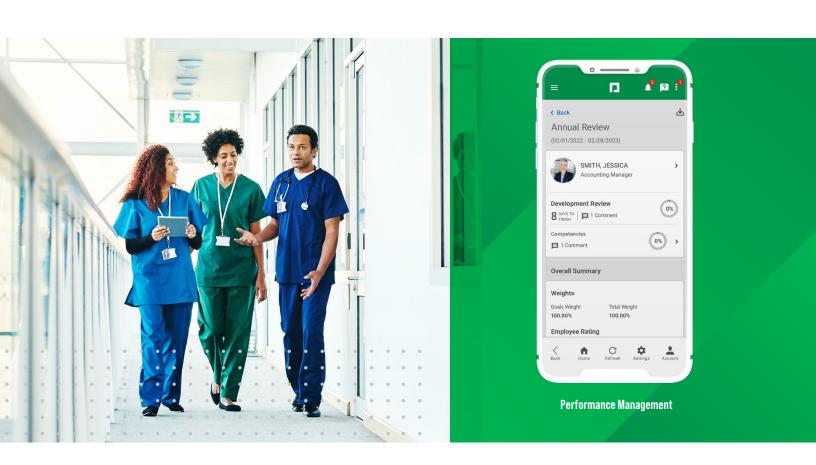
Weighed down by manual processes, this HR department managed to keep the boxes checked, but didn't have much time left over to invest in employees. In light of that, one key goal of the HR director was to **"streamline and automate as much as possible, to maximize our capability to actually have human interface with our staff."**

"The more we automate,
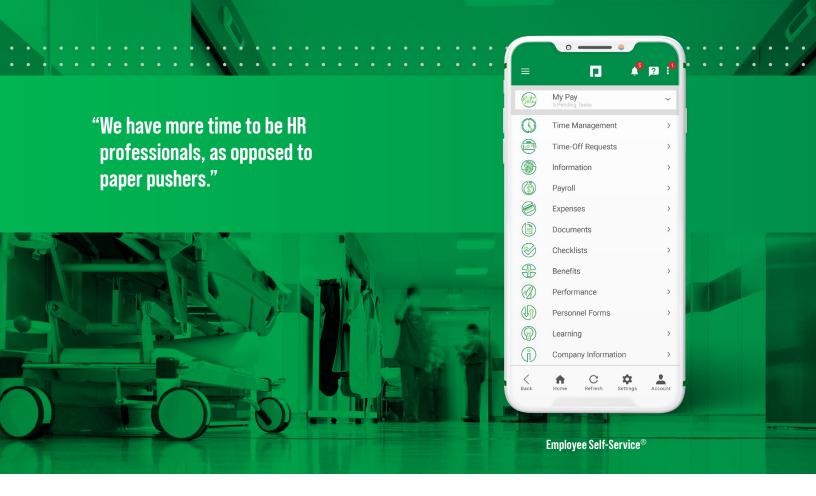the more human we get."

SOLUTION

After switching to Paycom, the health care provider immediately lessened physical clutter. Currently, it is transitioning to having performance evaluations and job descriptions stored, shared and used digitally. "Interestingly enough," the HR director shared, "the more we automate, the more human we get" because of the time and energy savings.

Employees can update most of their own personal information using Paycom's app, empowering the workforce, maintaining data security and minimizing HR interruptions for tedious administrative tasks. The now-automated onboarding process allows new hires to input much of their information online prior to their first day. And performance evaluations can be prepared and disseminated much more quickly. The HR director noted that they're moving in a direction **"where we have more time to be HR professionals, as opposed to paper pushers."**

Performance Management

> "We have more time to be HR professionals, as opposed to paper pushers."

Employee Self-Service®

RESULTS

Increased efficiency benefits the HR team and the broader employee base. Whereas expense reimbursements used to take up to 60 days, employees now receive them within one pay period.

And while preparation for performance evaluations used to take 35 days for three full-time HR staffers to complete, now the HR director can complete the preparation in one week. That saves 800 total hours across the team.

The HR director noted that Paycom's software has increased the provider network's efficiency by 50% in most areas. **"This frees up time for us to interact with our staff in a meaningful way,"** said the HR director, **"and promotes HR as a professional developmental partner, not just the gatekeeper of processes."**

CLIENT PAYCOM TOOLS INCLUDE:

CLICK ANY OF THE ABOVE TO LEARN MORE.

800 hours saved
annually preparing
performance evaluations

50% greater efficiency
in HR department

Expenses reimbursed
5 pay periods faster

See what Paycom does for your company at 800.580.4505 or paycom.com.

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