

Employee Hot Line

The Employee Hot Line is a toll-free number promptly answered by one of Auto HR's professional consultants who will listen and ask questions of the caller in order to understand and document the concern. Auto HR will then give the employer as much information as possible in order to determine what action, if any, should be taken. A summary of the information received will be provided in a written Employee Hot Line Report that will be sent to the designated company representative shortly after the call is received.

Types of complaints received include reports of harassment, discrimination, workplace violence, drug or alcohol abuse, theft, vandalism and other employment related issues.

The Employee Hot Line is not intended to take the place of employees going to their manager or supervisor with a problem or concern. It is simply an added means of communication. Knowing about a potential problem before it escalates can help companies prevent additional problems. If an allegation of possible harassment or discrimination is handled promptly and appropriately, it could be used as a defense that the employer did, indeed, fulfill its obligation to stop and prevent any further inappropriate conduct. It further demonstrates that the employer provides its employees with every means possible to make a complaint.

Employees can call the Employee Hot Line 24 hours a day, seven days a week. Employees can remain anonymous, if they choose, which can result in employers learning about other serious workplace issues.

Auto HR provides printed materials to its clients to publicize the Employee Hot Line to their employees.



"I can just pick up the phone and call. Whether it's a little detail or a serious situation, Auto HR will give me advice and suggestions on how to handle the issue. Their many years of experience in employment relations allow them to produce any type of corrective action with ease. I'm busy and they keep me from missing crucial details. They're great."

Julie McCumber Controller,
David Maus Toyota Orlando, Florida