Do you know the eight quick and easy ways a problem employee can sue an employer? The consequences of poor or sloppy disciplinary practices can be disastrous. This invaluable seminar provides a wealth of information for anyone involved with the employee disciplinary and discharge process, including an overview of recent federal and state legislation and cases affecting Oregon employers. Gain practical pointers on improving employment practices to reduce the chance of being sued. Acquire tools for the disciplinary process, including coaching, warnings, performance improvement plans, and last chance agreements. Discover the pros and cons of different progressive disciplinary systems. Discuss techniques for managing the performance of difficult employees and tips for creating and completing written reviews. Learn how to use a tested and practical checklist when making a termination decision, and explore the process from the termination meeting to the time the former employee leaves the company premises.

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LIVE WEBCAST
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8:00 Registration

9:00 What’s the Difference?
• Consequences of poor practices
• The most common lawsuits
• Practical pointers for prevention

The Stages of Discipline
• Coaching, warnings, plans of improvement, and last chance agreements
• Sample disciplinary documents
• Progressive disciplinary systems

10:30 Break

10:45 Performance Reviews
• Practical tips for creating and completing written performance reviews
• Mistakes that managers often make at review time

Making the Termination Decision
• When all else has failed
• Legal and practical checklist for making the termination decision
• Internal investigations – an important tool

12:15 Lunch (On your own. Brown bags are welcome at the OSB center.)

1:15 Recent Federal and State Legislation and Cases Affecting Oregon Employers
Shayda Zaerpoor Le, Barran Liebman LLP, Portland

2:15 Handling the Termination and Documenting Performance and Behavior Problems
• The legal danger of the actual termination
• The process from meeting to exit
• Post-termination issues
• The “what,” “when,” and “how” of documentation
• Common mistakes and best practices

3:15 Break

3:30 Difficult Issues in the Disciplinary Process
• Disciplining employees who have complained of discrimination or who are injured or disabled
• Terminating employees on FMLA leave
• Disciplining employees for off-duty conduct
• Employer obligations to grant religious accommodations

Eight Quick and Easy Ways to Get Sued by Your Problem Employees

4:30 Adjourn

About Jeff Johnson
Mr. Johnson is president and founder of Midwest Employment Resources, which provides employment law training, investigation, and mediation services to businesses throughout the country. He is an employment and labor attorney who practiced in-house at Cargill, Inc., and at firms in Chicago and Minneapolis. Recognized as an employment law and human resources trainer with an entertaining and innovative teaching style, Jeff has educated thousands of attorneys and business and HR professionals across the country in a wide variety of employment-related topics.

Here’s what Oregon attorneys say about Jeff Johnson and his presentations:

“Excellent Program — far more practical and useful advice than you usually find at a CLE, but also included good substantive law information. Great program.”

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