

Having trouble viewing this email? [Click here](#)



The Brown & Carlson Insight

Employee Handbooks Help Employers Avoid Potential Liability

Quick Links

[Our Website](#)

[Attorneys](#)

ehayes@brownandcarlson.com

5411 Circle Down Avenue
Suite 100

Minneapolis, MN 55416-1311
763.591.9950



*Striving to not only meet,
but exceed our client
expectations.*

Working in the Insurance Industry allows us many opportunities to interact with Employers. Please share this email with the Employers you work with about the importance of an updated Employee Handbook.

Employers are sued regularly by employees and former employees and the result of the lawsuit often turns on the content of the Employee Handbook. It is an essential component of avoiding legal liability in lawsuits and, if drafted properly, can sometimes avoid lawsuits altogether.

An employee handbook should effectively communicate the employer's policies and expectations regarding the employer/employee relationship. Employee Handbooks allow the employer to be consistent in its dealings with employees and provide a reference employees can go to if questions arise. An Employee Handbook helps reduce misunderstandings, and ultimately may prevent exposure to lawsuits.

Many employers either do not have an Employee Handbook or do not update it frequently enough. It must be carefully drafted because it can become an employment contract if the language is sufficiently definite. Therefore, it is imperative that Handbooks are drafted carefully and enforced consistently to avoid discrimination or other claims.

Does your Employee Handbook need updating? Is your Employee Handbook regularly reviewed to determine if it is accomplishing what you want it to? Generally, an Employee Handbook should include:

- An acknowledgment that the employee has received and reviewed the Employee Handbook;

- Include language that the Employee Handbook is not an employment contract and that the employee is an "at will" employee;
- Include language that the employer can depart from the policies contained in the Employee Handbook;
- Include language that is flexible, rather than definite and allows the employer to use its discretion in applying its terms. For example, instead of outlining the steps taken before a termination with words like, "shall" or "must," use words like "may." This will allow an employer to manage situations based on individual circumstances rather than forcing the employer to follow a rigid policy.

Please contact [Eric S. Hayes](#) at Brown & Carlson, P.A. for more information about how to create and/or revise your Employee Handbook. Depending on your needs, Brown & Carlson, P.A. can customize a handbook to fit your needs on either an hourly or flat fee basis.

[Forward this email](#)



Try it FREE today.

This email was sent to jarseneau@brownandcarlson.com by jarseneau@brownandcarlson.com | [Update Profile/Email Address](#) | Instant removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).

Brown & Carlson, P.A. | 5411 Circle Down Avenue | Suite 100 | Minneapolis | MN | 55416