

Client Risk Management Services



COMPLIANCE MATTERS

HR Administration Services
Group Benefit Regulatory Compliance
Enrollment-Billing
Integrated Technology

Richard J. Princinsky & Associates, Inc. Employee Benefits Specialist

Richard J. Princinsky & Associates, Inc. (RJP) is a full service group benefits agency committed to helping clients control their health plan insurance costs. In addition, we provide ongoing plan management and customer service support; minimize risk exposure related to Human Resources (HR) functions and health plan administration; and increase HR productivity and resources.

- **Strategic Benefits Planning: Negotiation, Underwriting, and Contract Review**
- **Account Management: Customer Service, Claims Support, and Custom Benefits Communications**
- **Group Benefit Enrollment and Billing Services**
- **Integrated HR Technology: Benefits, HR, and Payroll Solutions**
- **Client Risk Management and HR Services**
- **Corporate Wellness Solutions**

Contact us today to learn more about our one source employee benefits and HR solution.

800.618.2600
www.rjpassociates.com

RJP Richard J. Princinsky & Associates, Inc.
Employee Benefits Specialist

335 Clubhouse Road
Hunt Valley, Maryland 21031
800.618.2600 phone
800.610.4340 fax
www.rjpassociates.com



KNOW YOUR REGULATORY COMPLIANCE OBLIGATIONS AND MINIMIZE YOUR RISK EXPOSURE

All employers, small and large, that sponsor group health and welfare plans must comply with federal laws including ERISA and PPACA (Health Care Reform), state laws, and regulations issued under the IRC, the Dept. of Labor and Section 125/Cafeteria Plan Rules.

RJP's human resources management and group benefit specialists work with employers to effectively manage these employer responsibilities.

customized solutions for your business needs



RJP MAKES IT EASY FOR YOU

- Inform you of pertinent compliance information, regulatory updates, and employer responsibilities
- Employer compliance webinars
- E-news alerts
- Online HR resource portal
- Consultation meetings
- Phone support
- Help execute compliance tasks and required notices
- Provide HR function administration services



HEALTH CARE REFORM

- We understand the effect of Health Care Reform on employer-sponsored group benefit programs.
- RJP consultants are dedicated to helping you navigate Health Care Reform legislation through informed benefit program design, implementation, risk exposure containment, and communications.

Contact us today to learn more about how our HR and Group Benefit compliance team can help minimize your regulatory compliance risk exposure.

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410.773.4300
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REGULATORY COMPLIANCE AUDITS AND HR MANAGEMENT

ERISA

- Reporting – Form 5500
- Summary Annual Report
- Participant Notices / Recordkeeping

Section 125 – Cafeteria Plan

- Plan document
- Nondiscrimination testing
- Participant Notices / Recordkeeping
- Qualified Benefits

Streamline HR Work Processes

- Employee handbook
- Sexual harassment training
- FMLA
- COBRA
- Workplace posters
- Form I-9 (employment verification and eligibility form)
- Federal and State law compliance
- Medicare D Creditable Coverage annual notice

GROUP BENEFIT ENROLLMENT AND BILLING SERVICES

- Online enrollment administration
- Manual enrollment transactions with carrier coordination to ensure accurate processing
- High-end monthly carrier invoice audits (reconciliation) and discrepancy resolution management
- Consolidated invoices
- Collaboration with carriers to ensure accurate COBRA administration

HR TECHNOLOGY SOLUTIONS

Specialized team performs needs analysis to determine which HR technology system meets your long-term goals and assists in system selection, integration, training, and support.

- Online enrollment
- Human Resources administration
- Payroll integration
- Online employee benefits information portal



Learn how to streamline enrollment processes, enhance benefits management, and improve information sharing among employees, employers, and insurance providers.

