



Foster Swift attorneys author human resources publication

FOR IMMEDIATE RELEASE

May 1, 2013

LANSING, Mich. – Foster Swift attorneys, Melissa Jackson (principal author), Michael Blum, Karl Butterer, and Johanna Novak authored a publication entitled the *HR Essentials Guide from Hiring to Termination, 5th Edition*.

The Michigan Chamber of Commerce published the HR Guide containing the most recent information on various employment topics including pre-employment considerations, hiring and accommodation, performance tracking, discipline, and separation from employment. The HR Guide is intended to assist employers with relevant recordkeeping laws and regulations. The publication was released on May 1.

The HR Guide provides information that can be utilized by any human resource department, no matter the size of the employer. Updates in this edition include changes to the I-9 Form, shortened statute of limitations acknowledgment and agreement, and requirement of interactive process under the American Disabilities Act. In addition to the information provided in the publication, 50 sample forms and letters are contained on an accompanying CD.

The HR Guide can be purchased through the Michigan Chamber of Commerce, <http://bit.ly/11SIh2Z> (We have identified that the following link is no longer active, and it has been removed), 888-763-0514.

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