HRACUITY®

Employee Relations Issue Category Assignments

Employee relations teams often struggle with how to best categorize employee issues in their case management system. We recommend using the following Issue Categories and Sub-categories to ensure cases are entered and tracked with consistency.

ACCOMMODATIONS

- ☐ ADA
- ☐ Flexible Work
- ☐ Health/Medical
- ☐ Nursing Mothers
- ☐ Religious
- ☐ Service/Support Animal

DISCRIMINATION

- ☐ Age
- ☐ Disability
- ☐ Equal Pay/Compensation
- ☐ Gender/Gender Identity
- ☐ Pregnancy
- ☐ Race/Ethnicity
- ☐ Religion
- ☐ Sexual Orientation

HARASSMENT

- ☐ Bullying
- ☐ Hostile Work Environment
- ☐ Quid Pro Quo
- ☐ Racial/Ethnic
- ☐ Religion

LEAVE MANAGEMENT

- ☐ Bereavement
- ☐ FMLA
- ☐ Jury Duty
- ☐ Military
- ☐ Parental
- ☐ Time Off

PERFORMANCE MANAGEMENT

- ☐ Performance Counseling to Employee
- ☐ Performance Counseling to Manager
- ☐ Performance Improvement Plan
- ☐ Performance Review Concerns

POLICY AND PRACTICE

- ☐ Company Property
- ☐ Compensation/Benefits
- ☐ Confidential/Proprietary Information
- ☐ Conflict of Interest
- ☐ Cyber Security
- ☐ Dating and Relationships
- ☐ Dress Code/Hygiene
- ☐ Electronic Communications
- ☐ Policy Question
- ☐ Social Media
- ☐ Substance Abuse
- ☐ Time/Attendance
- ☐ Travel and Expenses

LEGAL + REGULATORY

- ☐ Reduction in Force
- ☐ Retaliation
- ☐ Unemployment

REGULATORY

- ☐ OSHA
- ☐ Wage/Hour (FLSA, Work Hours, etc.)
- ☐ Workers' Compensation

UNION ISSUES

- ☐ Grievance
- ☐ Information Request
- ☐ Unfair Labor Practice Charge

WORK ENVIRONMENT

- ☐ Concern About Employee
- ☐ Concern About Management
- ☐ Inappropriate Conduct
- ☐ Safety Concern
- ☐ Violence/Threat