

# PEO vs ASO

	<b>Worksite</b> Professional Employer Organization	<b>ASO</b> Administrative Services Only: ADP, Paychex, Gusto
<b>Employment Liabilities</b>	Payroll - Workers' Compensation - Employee Benefits HR - Government Regulation Compliance  Under a co-employment structure, Worksite assumes liability of your employees from a tax reporting standpoint. This covers all reporting, tax and compliance issues associated with your employees, federal, state, or otherwise.	Paychecks only  Client retains all liabilities and responsibilities associated with employment.
<b>Paychecks and W2s</b>	Payroll and W2s  Worksite's "no nickel and diming" policy means we don't charge for additional service requests.	Paychecks and W2s  Additional services are subject to additional fees. (check reissue, W2 reprint, etc.)
<b>Workers' Compensation</b>	Covered under Worksite's master policy. Discounted rates. Dividend programs available. No annual audits.	<u>Coverage not provided</u> Client is responsible for securing a standalone policy on the open market.
<b>Workplace Accidents and Injuries</b>	Workers' Compensation claims are handled by Worksite from start to finish. We handle all the paperwork and coordinate care for the injured worker. Deductibles may apply, but for most clients claims do not incur additional costs.	<u>Client is responsible</u> for coordinating with the insurance carrier to submit, manage, and close out each claim.
<b>Employee Benefits</b>	Worksite procures and administers employee benefits on your behalf.	<u>Client is responsible for finding and administering all health plans and other benefits.</u>
<b>Human Resources Support</b>	Full HR support at no additional fee.  HR Consultations: Federal and State Employment Law, Compliance Consulting (EEOC, FLSA, ADA, FMLA, I-9), Recordkeeping Requirements, Employee Handbooks, Hiring and Termination Training, Disciplinary Practices, Job Descriptions, Client Specific Policies, and More!	Not Provided
<b>Unemployment</b>	Worksite handles your unemployment claims from start to finish, complying with all state requirements.	<u>Client is responsible</u> for all matters related to unemployment.
<b>Employment Practices Liability Insurance</b>	Under Worksite's master EPLI policy, clients are protected with up to \$1 million per claim for claims made by employees, former and potential employees, and <u>third parties</u> .	<u>Client is responsible</u> for securing a policy on the open market or risking potentially costly exposure.
<b>Customer Service</b>	Personalized customer service from certified Payroll Specialists and other reliable professionals. Consistent support from familiar Worksite representatives every time.	Varies

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Service	Worksite	ASO
Initial Client Setup	\$0	\$250 to \$1,000
Multiple Locations	\$0	\$12 to \$15 per delivery
Enrollment of New Employees	\$0	\$1 to \$2 per employee
Employment Practices Liability Insurance	\$0	\$0.90 per employee per week
EAP (Employee Assistance Program)	\$0	\$0.75 per employee per week
Multiple Employee Pay Options	\$0	Depends on complexity
Tax Filings	\$0	\$300 per filing
New Hire Reporting (State)	\$0	\$30 per hire
Timeclock Setup	\$0	\$500 per installation
Employee Web Access	\$0	\$50 per setup
Bank Account Number Verification	\$0	\$5 to \$10 per inquiry
Compliance Posters	\$0	Cost of posters and delivery
Live Personal Support	\$0	\$30 per hour
401k Setup	\$0	\$500
401k Plan Maintenance	\$0	\$200 to \$500 per year
Check Clearance Confirmation	\$0	\$5 to \$10 per check
Copy of a Check	\$0	\$5 to \$10 per check
48-Hour Letter for Nonpayment	\$0	\$200
Early Contract Termination	\$0	Held to contract term
Loss Runs (Active Client)	\$0	First Free, then \$30 per hour
Loss Runs (Former Client)	\$0	\$30 per hour
Proof of Workers' Comp. Coverage	\$0	\$20 per certificate
Waiver of Subrogation	\$0	\$300 each
Blanket Waiver	\$0	Varies
Alternate Employer Endorsement	\$0	\$200