



BUSINESS IMPACT

DO MORE WITH LESS

ATTRACT AND KEEP
GREAT EMPLOYEES

HELP MINIMIZE
COMPLIANCE RISK*

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ADP's Services Are the Right Prescription for HR, Payroll, and Benefits Administration Requirements at JHP Pharmaceuticals

COMPANY BACKGROUND

JHP Pharmaceuticals is an integrated specialty healthcare company that acquires, develops, manufactures, and distributes sterile, injectable products predominantly to hospitals and clinicians in the United States and Puerto Rico. The company's product portfolio includes leading diagnostic, women's health, and anesthesia products. In addition, JHP provides a wide range of contract manufacturing services to clients in the pharmaceutical and biopharmaceuticals arena. JHP has 360 employees including staff at its corporate headquarters in Parsippany, New Jersey, a manufacturing facility in Rochester, Michigan, and a field sales staff at locations throughout the United States.

THE CHALLENGE: Rapidly Engage Effective Solutions for HR, Payroll, and Benefits Strong Products and Outstanding Service Are the Key to Outsourcing Excellence

"JHP Pharmaceuticals was a brand new company, making an acquisition, and needed to put in place a scalable payroll and HRIS solution in less than eight weeks," explains Carolyn Kaminsky, JHP's Director of Human Resources. "We knew realistically we could not do this alone. We needed a partner who would be responsive to our specific needs and have the implementation expertise."

THE CHALLENGE: Build Employee Self-reliance with a Proven Self-service Capability Providing Employees with Easy Access to Their Information Improves Satisfaction

"From the start, we wanted to instill a strong sense of self reliance in our employees through an effective self-service capability," she adds. "For us, self-service had to include a call center and a Web site since a portion of our employees do not have ready access to the Internet. In either case, employees needed the ability to access and act on the information they need, particularly benefits information."

THE CHALLENGE: Track and Report Employee Time Off Accurately and Efficiently

Integrated, Automated Solutions Enable Decision-makers to Save Time & Money

"Accurately tracking employee time off is essential to managing productivity and labor-related costs," notes Kaminsky. "An indispensable component of any system we were looking to adopt had to have strong reporting – showing our employees their PTO balances in real-time and at the same time showing management that we are only paying for time off that is due."

THE CHALLENGE: Minimize Compliance Risks Concerning Payroll and HR Administration Dealing with Multiple Tax Jurisdictions Is One Important Reason to Outsource

"We were looking at a significant challenge in the area of payroll tax filing," says Kaminsky. "In addition to federal taxes, we had to file taxes in 15 of the 50 states due to our extensive field sales network. This requires a great amount of expertise and is an area you would seriously consider outsourcing to a capable service provider."

THE SOLUTION: ADP's Integrated Suite of Solutions

JHP Pharmaceuticals chose ADP's automated, integrated solutions for HR, payroll, payroll tax filing, and benefits services, including ADP Workforce Now™ Comprehensive Benefits. Under this arrangement, HR, payroll, and benefits data resides in a central database. Single data entries update each area. In addition, ADP assigns a relationship manager and team of solution experts to answer questions and work through issues. "ADP was already serving an acquisition that we made. Their wide range of services and reputation as a strong service provider made them an excellent candidate and a logical choice to serve us," says Kaminsky.

Serving employees with convenient and ready access to information has always been a key driver for JHP – and ADP helps to make that happen. "Even before we had an

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Carolyn Kaminsky

Director, Human Resources

JHP Pharmaceuticals

Parsippany, New Jersey

About ADP

ADP is one of the world’s largest providers of business outsourcing solutions. Leveraging 60 years of experience, ADP offers a wide range of HR, payroll, tax, benefits administration and time management solutions from a single source. ADP’s easy-to-use, cost-effective solutions for employers provide superior value to companies of all sizes and types. Count on ADP for unparalleled compliance support and the most qualified and accessible client service in our industry.

intranet site, we were able to use the site ADP provided to connect our employees with important information, such as benefits Summary Plan Descriptions (SPDs), enrollment status, company news, and policy updates,” recalls JHP’s HR director. “In turn, our employees have the ability to make changes to their benefits selections, update personal information, and access electronic paystubs and prior W-2s, among other things.”

Measuring performance is also a paramount focus at JHP – and costly administrative issues have been resolved as JHP introduced ADP solutions. “Metrics help you demonstrate progress and shows management how effectively HR is working on issues that are important to the business. All the data we need in HR and payroll are captured in the ADP system and information is readily retrievable through a great reporting capability,” says Kaminsky. “For example, two years ago, our FMLA and leaves of absence were double what they are today. We worked with ADP to develop a report that not only allows us to track and monitor each leave, but also understand where we needed to make policy changes and whether there were appropriate authorizations,” she adds.

ADP’s workforce management solutions empower JHP and its employees with comprehensive employee information that you would only expect from a relationship with a world-class service provider.

Do More With Less

- Reduce staff-related hours associated with the management of HR, payroll, and benefits administration.
- Eliminate task redundancies by entering data once and have it seamlessly and simultaneously carried over to other applications.
- Enable decision-makers to evaluate, plan, and strategize using real-time data readily accessible from a central source.

Attract and Keep Great Employees

- Increase employee satisfaction and productivity with around-the-clock, self-service.
- Provide employees with the ability to act on important needs, such as updating personal data and making benefits changes.
- Administer tax-saving opportunities such as 401(k), Flexible Spending Accounts, and Section 125 premium Only Plans.

Help Minimize Compliance Risks*

- Protect employee data through restricted, role-based access.
- Minimize regulatory noncompliance and potential legal action with fair and consistent application of company policies and work rules, using an integrated rules-based system.
- Provide accurate and timely filing of payroll-related tax payments to federal and state agencies.

REAL SUCCESS

Effective Solutions Flowed from Timely and Efficient Implementation

Kaminsky was impressed from the start with ADP’s commitment to her company’s specific needs. “Since we have a large hourly population without access to work computers, we didn’t want an employee to be restricted to get information or make requests via a Web site. It was also important to have a call center that our people could reach out to for help. ADP listened to our needs. They understood we were on a warp-speed timetable. They knew what we wanted to achieve, they offered suggestions, held our hand, and helped us to get up and running,” she says. “Amazingly, we met our deadline, getting our employees enrolled in benefits, and getting their first paychecks to them in just eight weeks from the day ADP came into the picture.”

Real Return on Investment Results

JHP began saving money in their first year using ADP’s solutions, including Workforce Now Comprehensive Benefits. “JHP Pharmaceuticals has come to rely on the expertise of ADP’s relationship management team,” says Kaminsky. “Without ADP, we would have had to nearly double our HR staff. That could have cost us as much as \$350K, given the types of administrative positions involved. Printing costs remain low because we print a minimal number of guides for annual enrollment and our employees download and print benefits information from the Web site as they need them.” Moreover, ADP’s solutions have helped JHP Pharmaceuticals to maximize the value of its HR staff. Kaminsky concludes, “Knowing that there is an accurate e-record of compensation, benefits, performance appraisals, and employee-specific data on one system – and that the system is scalable for future growth – allows HR to focus on other pressing priorities. ADP’s solutions can definitely help an HR group to be more productive.”

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