

COURSE OBJECTIVES

- Identify IRS Regulations for categorizing workers
- Identify minimum wage and overtime requirements
- Identify the requirements in the Family Medical Leave Act
- Design internal controls for the payroll process

TOPICS COVERED

- Payroll Regulations and Internal Controls
- The IRS Regulations for Categorizing Workers
 - Employees
 - Statutory Employees
 - Statutory Nonemployees
 - Independent Contractors
 - Behavioral Factors
 - Financial Control
 - Type of Relationship
- Overtime & The Fair Labor Standards Act (FLSA)
 - Minimum Wage
 - Youth Minimum Wage
 - Employees Exempt from Minimum Wage and Overtime Requirements
 - Executive Exemption
 - Administrative Exemptions
 - Professional Exemption
 - Computer Employee Exemption
 - Outside Sales Exemption
 - Highly Compensated Employees
 - Blue Collar Workers
 - Police, Fire Fighters, Paramedics & Other First Responders
 - The FLSA does not require:
 - Non-Farm Child Labor Laws
 - Agricultural Child Labor Laws
 - Mandatory Labor Law Posters
 - Violations of the FLSA
- Family Medical Leave Act
- Confidential Employee Information
- The COSO Framework for Internal Control
 - Internal Controls for Payroll
 - Risk Assessment
 - Control Environment
 - Control Activities
 - Information & Communication
 - Monitoring