

HR Quiz from Express



When and How to Terminate

Test your knowledge regarding terminating employees with these true or false questions. Answers are on the next page. Contact your local Express Personnel Services for more information or assistance with staffing and HR issues.

1. As long as we are an at-will state we can terminate anyone we want for any reason.
2. By having a progressive discipline policy in our handbook we could be creating an implied contract.
3. One way employers can avoid creating implied contracts is by not using words such as “permanent” when referring to full-time employees in the employee handbook.
4. It is never a good idea to terminate an employee before conducting a thorough investigation.
5. In many cases it is advantageous to use progressive discipline before terminating an employee.

HR Quiz from Express



When and How to Terminate Quiz Answers

1. As long as we are an at-will state we can terminate anyone we want for any reason.

False: Terminations cannot be for illegal or discriminatory reasons, cannot violate collective bargaining agreements or employment contracts, and cannot contradict public policy.

2. By having a progressive discipline policy in our handbook we could be creating an implied contract.

True: Stating employees can only be discharged for good cause, for example, implies that no at-will employment relationship actually exists and that discharged employees have a right to demand that the employer justify their firing.

3. One way employers can avoid creating implied contracts is by not using words such as “permanent” when referring to full-time employees in the employee handbook.

True: An implied contract occurs when managers/supervisors make oral promises to employees or when the company has made statements in company literature that gives a perception that a contractually binding employment relationship exists.

4. It is never a good idea to terminate an employee before conducting a thorough investigation.

True: The safest way to terminate an employee is to gather all the facts by conducting a thorough and complete investigation and documenting your findings.

5. In many cases it is advantageous to use progressive discipline before terminating an employee.

True: Courts tend to uphold an employer’s disciplinary action if it establishes a systematic foundation of counseling and warnings which clearly state that future misconduct would jeopardize the employee’s continued employment. Of course, depending on the circumstances, this option is not always viable.

Scoring

5: If you got a perfect score, great job! Contact your local Express office to find out how you can receive information to stay current on this topic and other HR issues.

4: You’re on top of your HR game! Your local Express office is always available to help you solve any HR challenges you’re facing. In this litigious world, it’s nice to have someone help you answer the tough HR questions.

2-3: We’d like to help solve your HR issues! Call Express today to find out how we can conduct an for you.

0 - 1: Keeping up with everything in the HR world is tough, but Express can enhance your HR team. Check out our HR Hotline, a service that connects you with experts who are ready to answer your questions and help solve your HR challenges. Contact your local Express office today to find out how they can help you.