MCHALEHR
Employment Law & HR Support

HR HealthCheck

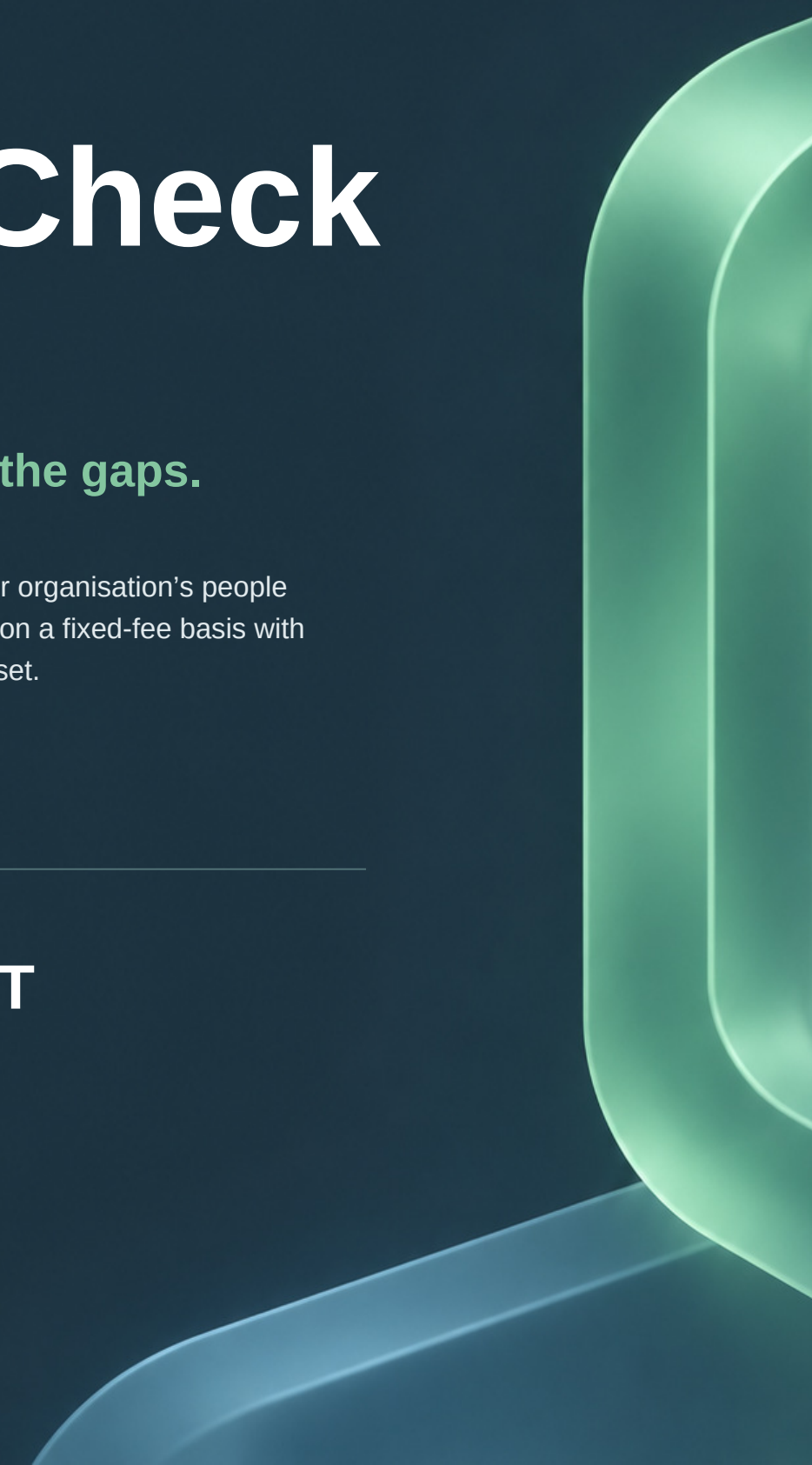
Spot the risks.
Prioritise action. Fix the gaps.

An employment law “M.O.T.” for your organisation’s people documents and practices, delivered on a fixed-fee basis with complete cost certainty from the outset.

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from £500 + VAT

per module



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Why choose McHale HR HealthCheck

Employment risks often develop gradually through outdated contracts, inconsistent practices, compliance gaps and evolving legal requirements. Left unchecked, these issues can lead to employment claims, regulatory issues, workforce disruption and increased business risk.

McHale HR HealthCheck helps employers identify and address those risks before they become costly problems.

Reduce Legal Risk

Poorly drafted contracts, outdated policies and non-compliant processes can significantly increase the risk of employment disputes, regulatory issues and costly claims.

Stay Compliant

Employment law continues to evolve. HR HealthCheck identifies areas where your documentation or practices may no longer reflect current legal requirements or accepted best practice.

Prepare for Growth

As businesses scale, informal HR arrangements often become inadequate. A HealthCheck helps ensure your employment framework is robust enough to support future growth.

Succession Planning

Improve readiness for investment, acquisition or sale by identifying and neutralising employment law risks early.

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How It Works

01

Choose Your Modules

Select the areas most relevant to your business and your concerns.

02

We Carry Out a Detailed Review

Our employment lawyers assess your documentation, processes and practices.

03

Receive Practical Recommendations

We provide a traffic-light-style risk assessment together with prioritised recommendations and practical next steps.

04

Follow-Up Discussion

We walk through the findings with you and help you plan any remedial work required.

Every module includes

Traffic-light risk assessment with red, amber and green ratings, to help you understand what is and is not a pressing issue.

Prioritised action plan with practical solutions for the issues that matter the most.

Plain-English advice. Commercial advice without the legal jargon.

Follow-up meeting with your employment lawyer to address follow-up queries and agree next steps.

Practical Templates & Tools. Each module includes a useful compliance template, checklist or guidance document.

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MODULES 01–03

Choose your modules

01 Contracts & Policies

Identify gaps, outdated provisions and compliance risks in your contracts and HR policies before they become expensive problems.

Included: template employment contract for a junior employee

We will:

- Review your employment contracts and statements of particulars
- Review your core HR policies and procedures

02 Absence & Sickness Management

Review of your sickness absence arrangements, policies and management processes to identify compliance risks, reduce disruption to your business and promote effective absence management.

Included: return-to-work meeting template

We will:

- Review your sickness absence policy and supporting documentation.
- Review your sickness reporting, absence monitoring and return-to-work procedures.
- Assess whether your current approach appropriately addresses long-term and short-term absence risks.
- Identify areas where your processes could expose the business to legal or employee relations risks.

03 Holiday Pay Compliance

Review of your holiday pay arrangements to identify potential compliance risks and areas where your current approach may create financial exposure.

Included: holiday pay calculation guide

We will:

- Review your holiday pay calculations and methodology.
- Review relevant contractual provisions and working arrangements.

MODULES 04–06

Choose your modules

04 Harassment Compliance

An assessment of your workplace harassment policies and preventative measures to help ensure compliance with current proactive legal obligations and promote a safe and respectful working environment.

Included: bullying and harassment policy and a harassment risk assessment tool

We will:

- Review your bullying and harassment policies.
- Review your existing preventative measures and procedures.
- Review whether your current arrangements adequately address your obligations to prevent workplace harassment, including sexual harassment and third-party harassment risks.

05 Employment Status & Contractors

Ensure your contractors and consultants are genuinely engaged on a self-employed basis and help protect your business from unexpected tax and employment liabilities.

Included: employment status assessment checklist

We will:

- Review your contractor and consultant contracts and arrangements.
- Assess employment status risks arising from the relationships in practice.

06 Data Protection & Monitoring

Review how your business collects, stores and monitors employee data to identify compliance risks and strengthen workplace transparency.

Included: employee privacy notice

We will:

- Review your employee privacy notice and related employee data protection documentation.
- Review your policies and procedures relating to the collection, use, storage and retention of employee data.
- Review any employee monitoring practices, including the use of CCTV, email monitoring, internet monitoring or other workplace monitoring measures.
- Identify areas where your documentation, processes or monitoring arrangements could create compliance risks.

MODULES 07–09

Choose your modules

07 Working Time

Ensure your working hours, rest break arrangements and working practices remain legally compliant and fit for purpose.

Included: working time opt-out agreement

We will:

- Review your working time policies and procedures.
- Review employee working hours and rest break arrangements.
- Review the use and administration of working time opt-out agreements (where applicable).
- Review relevant contractual provisions and working practices to identify potential compliance risks.

08 Right to Work & Onboarding

Review of your recruitment, onboarding and right to work procedures to identify compliance risks, reduce the likelihood of illegal working penalties, and help ensure new employees are engaged in a consistent and legally compliant manner.

Included: right-to-work checklist

We will:

- Review your right to work checking procedures and supporting documentation.
- Review how right to work records are obtained, stored and maintained.
- Review your onboarding process, including the issue of employment documentation to new starters.
- Identify gaps, inconsistencies or areas where your current procedures could create compliance risks.

09 National Minimum Wage Compliance

Review of your pay arrangements and workforce practices to identify hidden National Minimum Wage compliance risks before they result in costly enforcement action or back-pay liabilities.

Included: National Minimum Wage compliance checklist

We will:

- Review your pay structures, working arrangements and relevant employment documentation.
- Review practices that may affect National Minimum Wage compliance, including deductions, salary sacrifice arrangements and unpaid working time.
- Review whether your current processes appropriately identify and manage National Minimum Wage risks.
- Identify any areas where your arrangements could create compliance concerns or potential liabilities.

FEES

Fixed-Fee Pricing

Fixed-fee HR audits from £500 + VAT per module

Business Size	Price Per Module
1-25 employees	£500 + VAT
26-100 employees	£1,000 + VAT
100+ employees	From £1,500 + VAT

Bundle Discounts

5%
3 modules

10%
4-5 modules

15%
6+ modules

Need Something Else?

We can also provide bespoke employment law audits tailored to your business requirements. Where a suitable HealthCheck module is not available, we will be happy to discuss a bespoke scope of work and fee proposal.

FREE EMPLOYMENT RISK CALL →

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SPEAK TO US

Free Employment Risk Call

Not sure which modules are right for your business?

Book a free, no-obligation call with one of our employment law specialists to discuss your business, identify potential risk areas and determine the most appropriate HealthCheck modules for your organisation.



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