



SAADY & SAXE, P.A.  
ATTORNEYS AT LAW

***EMPLOYMENT LAW ALERT***

**ARE YOU REPORTING ALL NEW HIRES?**

All employers, regardless of the size of the company, are required to file “new employee hire reports.” In 1996, Congress enacted the “Personal Responsibility and Work Opportunity Conciliation Act.” This law created the requirement for employers in all 50 states to report their new hires and re-hires to a state directory.

- Who is required to report?

Employers doing business in the State of Florida must report the following employees:

- New Employees
- Re-Hired Employees
- Temporary Employees

- When does an employer have to report?

- Within 20 days after the employee is hired or rehired to work.

- How does an employer report?

- Electronically
- Printed form

All employers should confirm that its payroll department is reporting new hires on a timely basis.