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**NEW RELEASE**

# Documenting Discipline II

*There are three keys to legally and successfully resolving employee performance problems.*

- 1. Documentation*
- 2. Documentation*
- 3. Documentation*

This compelling new DVD program from CoastalAMI demonstrates clearly and concisely how managers and supervisors should deal with employee performance issues that occur on a daily basis. By using FOSA your organization can ensure that:

- the appropriate steps are taken,
- all employees are treated fairly,
- lawsuits are avoided,
- and the best outcome is achieved!



When supervisors and managers record the Facts regarding employees' problems, state the Objectives for improved performance and provide possible Solutions, the Actions which need to be taken to resolve the situation are easy to communicate and legally defensible.

## **VIDEO SYNOPSIS**

The program follows the progress of two employees who have performance issues. Their manager is instructed in the FOSA method and each step in the process is shown and explained.

One outcome is successful performance improvement and the other is a legally sound termination of the employment relationship.

Program includes:

- An expanded leader's guide with a customizable PowerPoint Presentation and one How To book.
- Preview – No Charge (7-Day)
- Rental – DVD \$225; Purchase – DVD \$845
- Length: 21mins