GREAT LAKES
BEHAVIORAL RESEARCH INSTITUTE

Quality Products & Services
for the Public & Non-Profit Sectors

Achieve Your
True Mission

Let Great Lakes Show You The Way!

■ ■ ■ **Great Lakes Behavioral Research Institute**

is a leading provider of professional services and technology products designed specifically for the human service, education, and public and non-profit sectors. From employee recruitment to benefits administration to case management software, Great Lakes can help you focus on your true mission.

Great Lakes was founded in 1977 to provide a broad range of information management and consulting services to the human service community. Our initial focus was primarily research and evaluation services. Our current structure includes over 100 talented and dedicated staff in two divisions; Technology and Professional Services. Our client base includes a diverse group of public and private agencies in over thirty states and Canada.

Professional Services
to help you focus on your core mission

The Professional Services Division

provides a diverse array of services to our clientele. Our goal is to help you be more efficient, while allowing you to focus on your core mission. We'll help you manage complex employee-related matters, such as personnel management, benefits administration, employment practice and regulatory compliance. Our services include:

- Recruitment & Selection
- Employee Benefits
- Human Resource Administration
- Staff Training
- Risk Management
- Regulatory Compliance
- Strategic Planning & Evaluation
- Payroll Administration

recruitment & selection
to ensure you the best

We know that good staff are the key to success. We make sure that candidates not only are well-qualified, but will fit into your corporate culture. We know where and how to recruit those positions unique to your organization.

- Temporary/permanent/full or part-time positions
- Comprehensive testing when applicable
- Thorough credential/reference checking
- Development of job descriptions

risk management
for your peace of mind

Great Lakes provides professional assistance in addressing the risks and liability of employers. We help you mitigate risk and avoid potential liabilities in areas such as worker compensation and employment practices.

employee benefits
to help your company thrive

An affordable benefits package is often the key to attracting and retaining quality employees. Great Lakes acts as a negotiating agent for you to secure comprehensive quality benefit plans. Our plan offerings include: Medical, Dental, and Vision; Group Term Life; Long Term Disability; Employee Assistance Program; Retirement Plans; and Flexible Spending Accounts.

- Employee orientations
- Negotiation,design, and plan administration
- Employee enrollments and updates

regulatory compliance
informing you of the rules

Great Lakes will keep you informed about rules and regulations which may impact your business. Our goal is to alleviate you of these administrative distractions which can interrupt your core business.

- Wage and hour compliance
- ADA and EEOC compliance
- Unemployment claims management
- Federal and state tax compliance

strategic planning & evaluation
for the future & the unexpected

Our staff has the expertise to guide you in planning and evaluation projects. We'll work with your board of directors and staff to ensure success.

- Assistance in the development of goals and missions
- Evaluation design and methodology
- Statistical analysis
- Survey Design
- Development of outcome measures
- Conduct focus groups

human resource administration
to optimize your staff satisfaction

Great Lakes provides you with a comprehensive of human resource services to maximize your resources while providing you with increased efficiency.

- New hire packets/benefits orientation
- Employee Handbooks
- Hiring process and termination guidance
- Advice on disciplinary procedures
- Performance appraisal guidance

payroll administration
to keep you on top of the game

Great Lakes offers a comprehensive payroll service using the latest technologies.

- Payroll processing and delivery
- Flexible payroll cycles
- Assistance with exempt and non-exempt classifications
- Vacation/Sick or Paid Time Off accruals
- IRS Section 125, 401k, and 403b deductions
- Direct electronic payroll deposit

Learn more

Call 800.965.4616 to talk to a staff expert.

Visit www.greatlakesresearch.com to schedule an online demo.

Email your questions to info@greatlakesresearch.com.

Technology Products & Services
To maximize your productivity

Great Lakes has provided software

products and services for over twenty years. The

Technology Division develops, markets, and supports a

variety of state-of-the-art PC-based software products

for human service agencies and government entities

across the United States and Canada. Our products

help provide your organization with extensive case

management capabilities, as well as the ability to

quickly and easily respond to government and funder

reporting requirements. Our products are designed for

a variety of organizations including:

- Victim-Serving Agencies
- Criminal Justice Organizations
- Child Advocacy Centers
- Social Service Agencies
- Schools, Colleges & Universities
- Local, County & State Coalitions

Software for Social Services

R/Client is the most powerful and comprehensive case management software available to social service agencies. R/Client software for social services was designed to ease the work of administrative staff. In an age of accountability, clients can often be lost in a maze of bureaucracy, with too much time spent in non-client contacts and record keeping. Tools such as R/Client are designed to help reverse this trend. We invite you to look closer at how R/Client can benefit your agency.

Software for Victim Services

R/Client Victim Software was designed by Great Lakes staff and a consortium of victim-serving agencies to address the specific needs of a wide variety of organizations. These include:

- Domestic Violence Agencies
- Sexual Assault Agencies
- DA-Based Victim/Witness Programs
- Probation & Parole Departments
- Police Departments
- Child Advocacy Centers

Outcomes Software

R/Client Outcomes allows agencies to define and measure outcomes for their clients. The Outcomes module is fully integrated with R/Client Victim Services and R/Client Social Services software and contains the following features: R/Client Outcomes provides comprehensive reports to track the administration of instruments, determine members' progress, and analyze outcomes by demographic factors and services.

Report K f]Yf Software

Report Writer software is integrated with the R/Client software packages. Report Writer allows agencies to create their own reports based upon their unique needs. Reports and queries may range from simple to complex.

For users requiring more complex analysis, the report writer supports advanced reporting features like cross-tabulations. Reports may be sent to a graph, spreadsheet or database. Using the report writer, a mail merge may be completed with Word or Excel.

Comprehensive Services
for all of your needs

Great Lakes provides a full range of services to help you implement and utilize R/Client in your agency.

- Online Training
- Training at our office in Pittsburgh, PA
- Toll-free Phone Support
- Fax, Email, and Web-based Support
- Software Customization
- Consulting Services

A Partnership
Built on Trust.

Great Lakes Behavioral Research Institute

Downtown Office

611 William Penn Place
Suite 301
Pittsburgh, PA 15219

Suburban Office

9515 Goehring Road
Cranberry Township, PA 16066

Phone 800-965-4616 | **Email** info@greatlakesresearch.com

www.greatlakesresearch.com