



Key Figures

10 000

Employees

56

Nationalities

10

Territories with local HRD and HR

Scope

1

Shared Service Center

ADP integration

For Payroll

Neocase's Functionalities

Employee Relation Management (Ticketing)
Employee Document Management
(Electronic signature and electronic vault)

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Requirements

January 2023, Cerba Healthcare is deploying Neocase to manage exchanges between its internal customers (local HR teams, Employees) and the Payroll SSC initially, then the other central HR departments in a second phase. The solution must enable :

- Management of employment contracts and amendments, as well as all other documents required to set up a new employee's administrative file and throughout his or her career with the Group.
- Electronic signature of some of the documents.
- A storage space that complies with the relevant regulations.



Jacques Coffinière, HRIS Development Manager, Groupe Cerba

"Neocase is the cornerstone of our transactions and access to HR information. It is an essential tool that will greatly contribute to the modernization of our HR processes."

Results

Save time when signing employment contracts.

Greater efficiency thanks to Neocase interfaced with Docusign. The contract can be sent at any time for successive signature by the parties concerned.

Automatic generation of a digital file for each new employment contract signed in compliance with the RGPD. HR managers can file all employee documents: manually or automatically if generated from Neocase.

Ticketing tools between the territories and the Payroll SSC, with over 15,000 tickets in less than 6 months.



- Neocase is the **unique gateway for exchanging employee information** (GA and Payroll) between the French territories and the Payroll SSC to deliver the **10,000 monthly payrolls on time and with the expected quality**.
- Interfaced with ADP, Neocase is updated with administrative management information to provide the data needed to open requests by employees and ensure that distribution to the right departments is effective.
- The Electronic Employee Documentation Management solution has been deployed to **centralise, secure and guarantee regulatory compliance** for employee HR documents.

