

## Quick Guide:

### The 6 Questions for Independent Contractor Compliance You Need to Ask

If your organization is **currently using Independent Contractors (ICs)** as part of your contingent labor population, or if you're **considering implementing a program** to manage this population...

This guide outlines key questions you need answers for to help **identify current areas of risk** and liability and **determine whether a formal IC program is a good fit** for your organization. If you don't know the answers to these questions, chances are you can improve your risk management for compliance exposures.

- 1) Do you know how many ICs are engaged across departments, and what the total annual spend is?
- 2) Do you manage state and federal IC compliance through a third party, or do you manage this process internally?
- 3) Do you have a clear IC onboarding process, and how long does it take?
- 4) Who is currently issuing payments to your ICs?
- 5) Do you require ICs to:
  - Sign an agreement and/or SOW?
  - Provide insurance verification?
  - Undergo any orientation and/or safety training?
  - Undergo any background or security checks?
- 6) Do you currently maintain a tax defense file for your IC population and who is responsible for storing this information?

If you're not familiar with the answers to these questions, you could probably use a little help. That's okay! [Submit some basic info here](#) and an expert will get back to you within two business days, or contact our expert Raul:



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