

signNow for Human Resources

Increase the productivity and efficiency of your HR department with e-signature workflows

Optimize onboarding processes, strategic employee satisfaction and let your HR staff focus on istrategic initiatives, not paperwork. Collect data and e-signatures from multiple job applicants, organize documents in groups so they can be easily shared and securely store data — from anywhere, using any desktop or mobile device.



I use signNow for every job position that I recruit for. As soon as I get a new job order I prepare a job description and my next step is to set up my template group in signNow for potential candidates to fill out and sign. Each group will contain a qualification form, a Right to Represent form and a rate worksheet. This process used to take me an hour but thanks to signNow, it only takes 5 minutes!

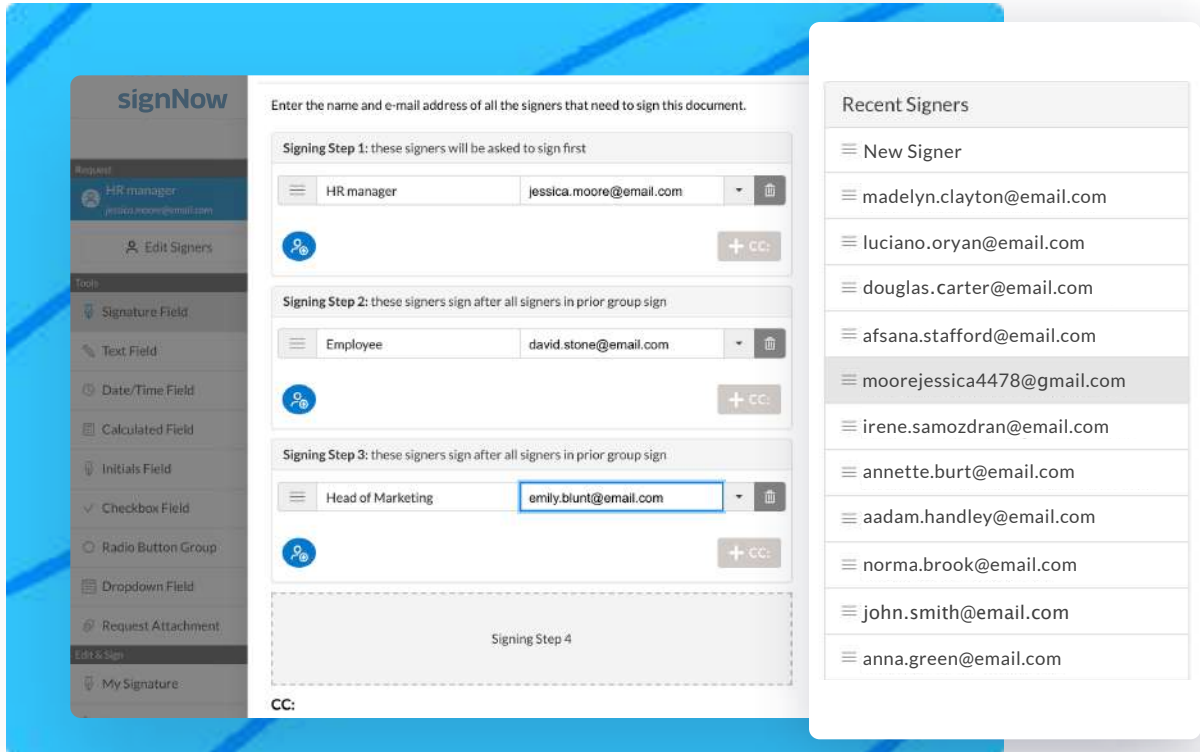
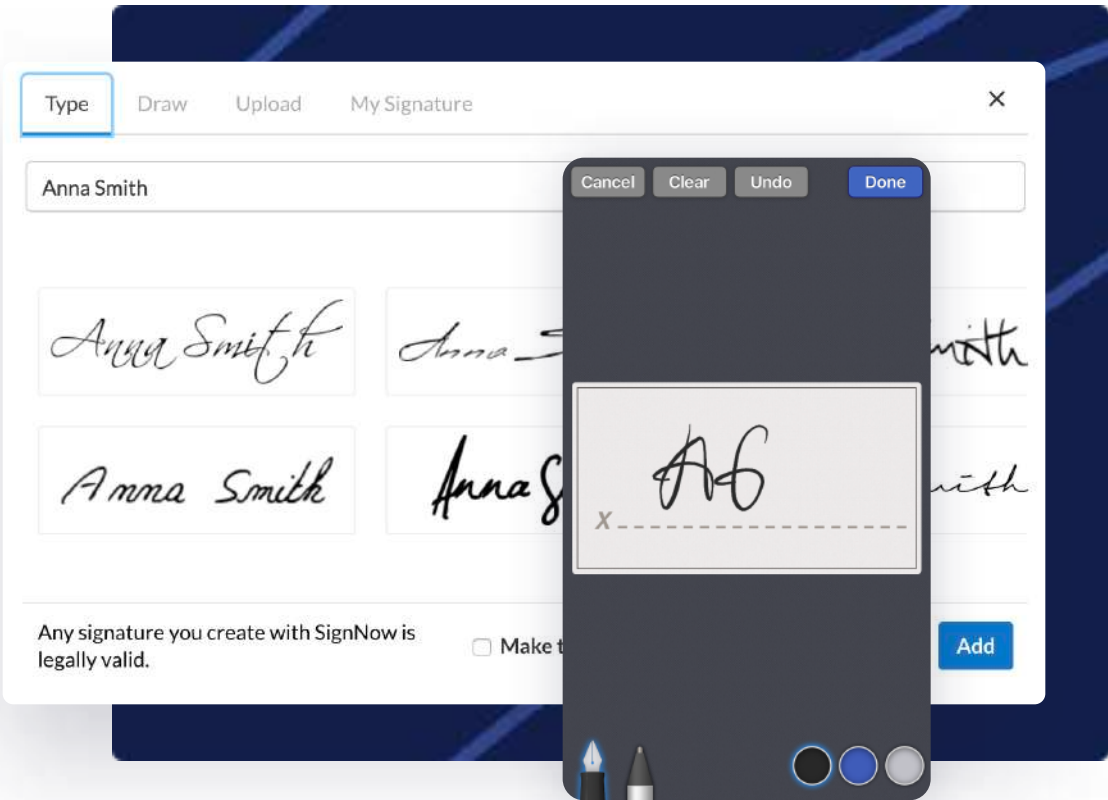


Suzanne Lipecky
Senior Technical Recruiter
at Empowered Global Solutions, Inc

Why signNow for Human Resources?

Streamline the recruiting process

Collect e-signatures and data from your applicants, even on the go with any Android or iOS mobile device. Quickly move applicants through the interviewing and hiring process by digitizing your document workflows.

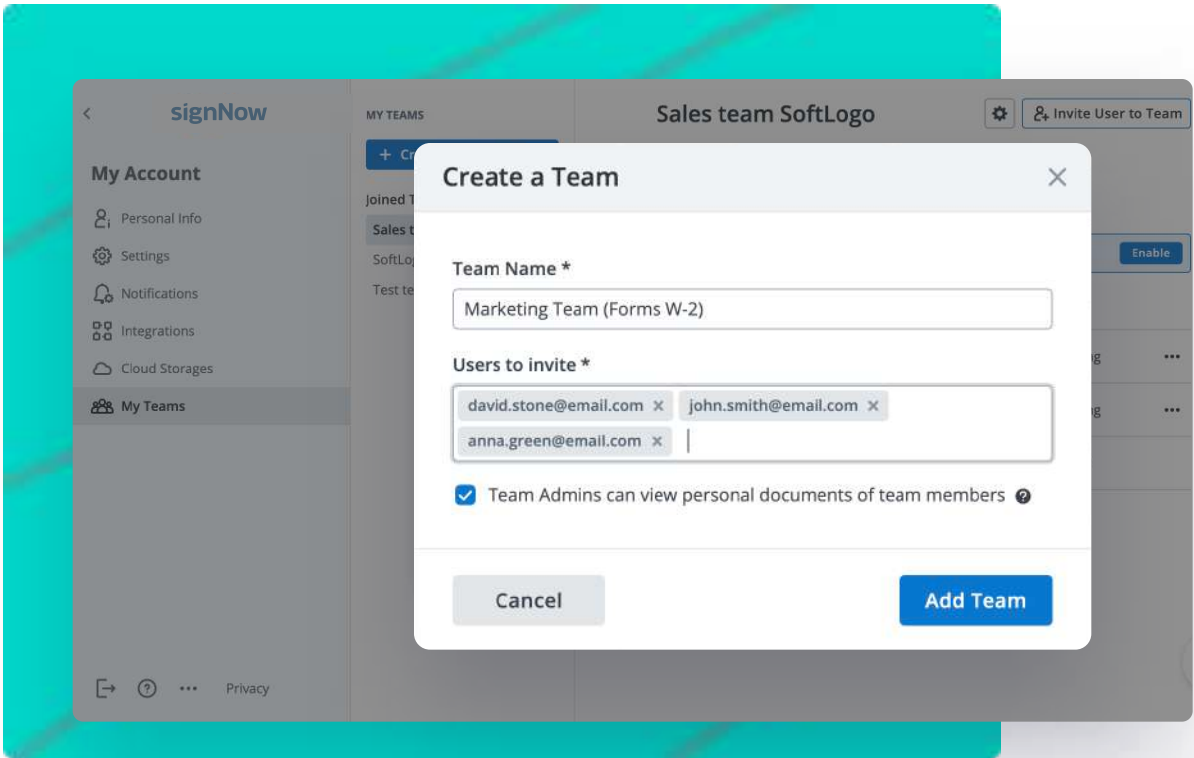
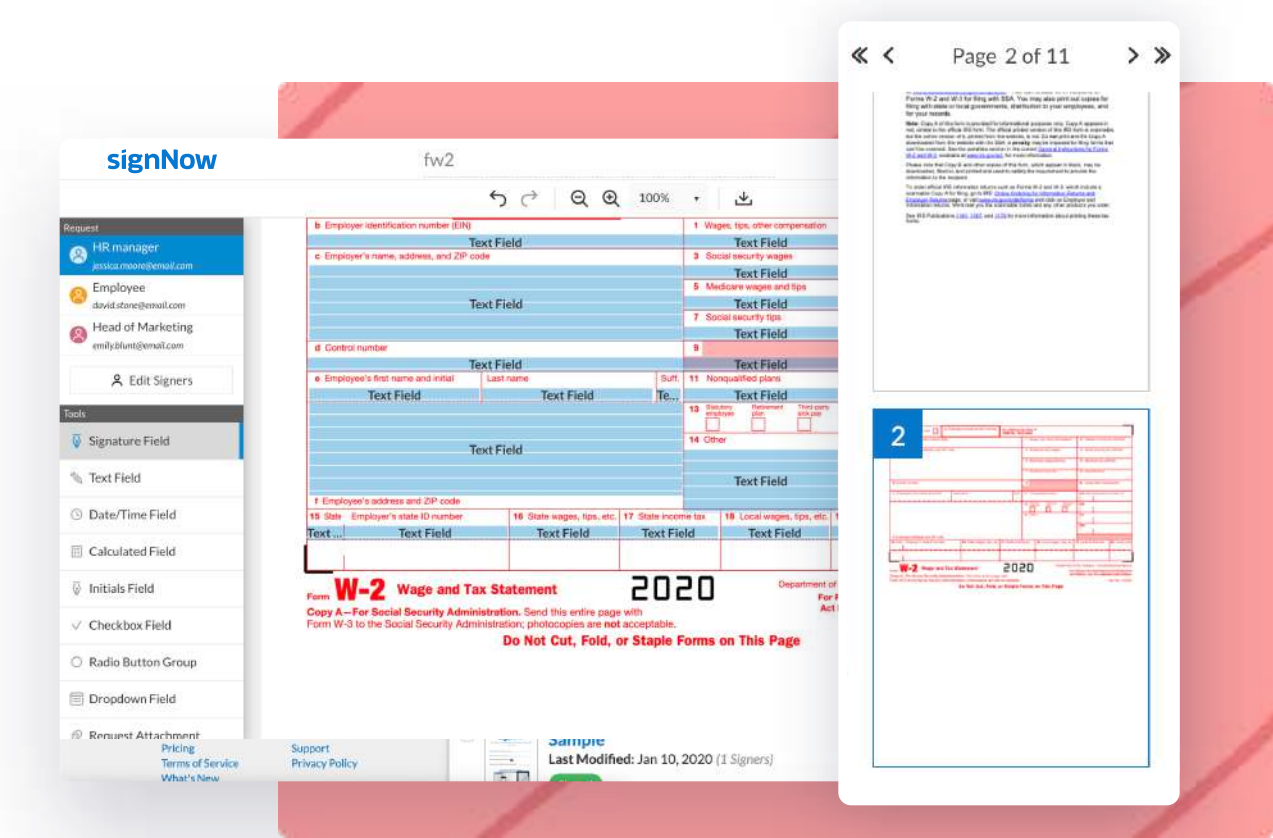


Scale the signing workflow for company policies

Quickly distribute updated NDAs and policies for employees to acknowledge and sign on a desktop or mobile device. Set a custom signing order, add roles and keep track of every employee's signature in real-time.

Save time preparing documents

Create an unlimited number of reusable templates for your internal and external HR documents, and use them as many times as needed. Add signature, text, date and dropdown fields. Set up conditions to show or hide fillable fields for recipients.

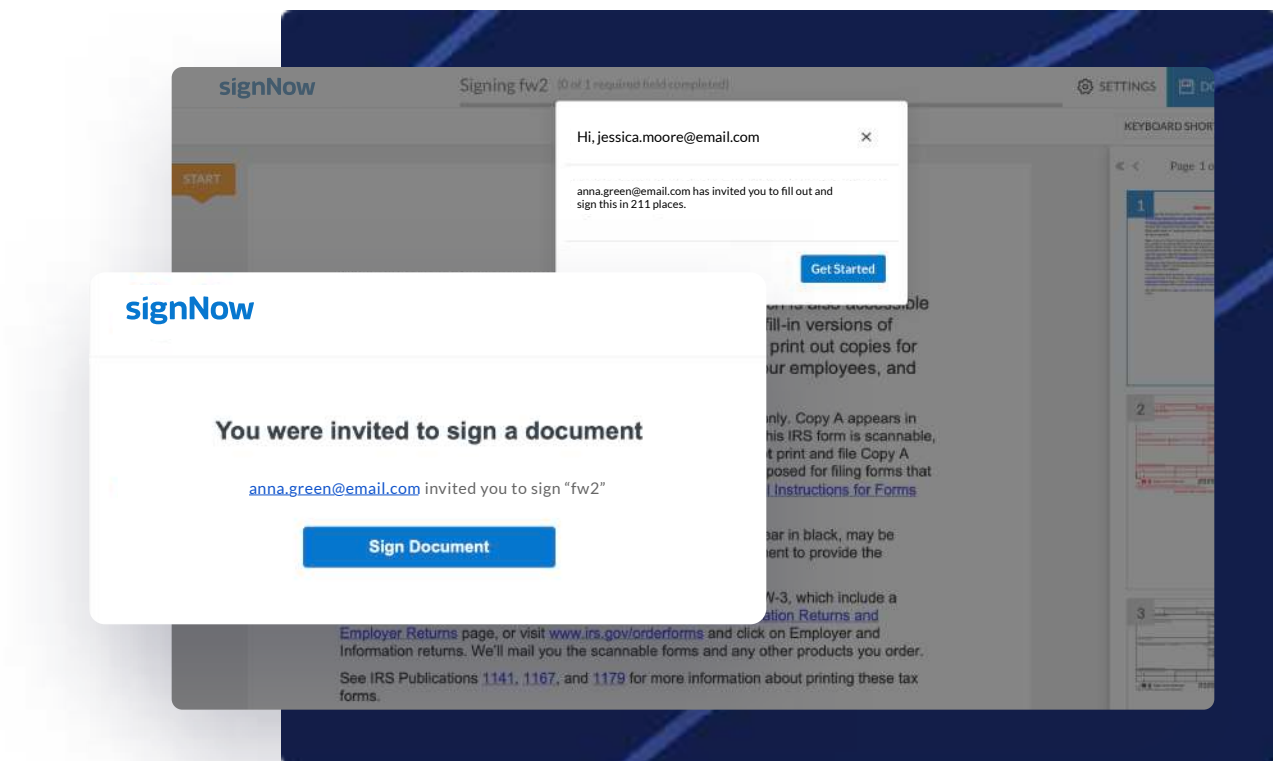


Keep documents organized and secure

Organize documents and templates in groups. Create teams within signNow to securely collaborate on and distribute documents such as tax forms, performance appraisals, insurance certificates and more. Rest assured completed documents are stored securely and in compliance with industry-leading security standards.

Reduce errors and missed signatures

Let your employees and applicants easily fill out and sign forms right from your company's website, on any device. signNow guides signers through the document to ensure required fields such as signatures, initials, and dates are always placed where you need them. Save time and paper by digitizing your document workflows with signNow.



Hundreds of HR organizations trust signNow



How HR departments already use signNow:

Hiring

- Employment contracts
- Employment applications
- Job offer letters
- I-9 forms

Onboarding

- NDAs
- W-9 forms
- Policy acknowledgements
- Work schedules
- Onboarding checklist

Employee management

- W-2 forms
- 1040 forms
- Satisfaction sheets
- Review forms
- Stock option plans

Offboarding

- Letters of resignation or termination
- Unemployment insurance
- Retirement plan transfer

signNow already integrates into the solutions you use everyday

















Maintain security and compliance

Keep NDAs, employment contracts and other HR forms secure by setting two-factor signer authentication. All documents are stored on SOC 2 compliant servers. Data sent and received via signNow is encrypted with the SSL 256-bit encryption algorithm.



PCI DSS certification
Payment Card Industry Data Security Standard



21 CFR Part 11
Guarantees full compliance with 21 CFR Part 11



GDPR compliance
General Data Protection Regulation



HIPAA compliance
Health Insurance Portability and Accountability Act



SOC 2 Type II Certified
System and Organization Controls (Type II)

Get started today and see why thousands of HR professionals prefer signNow for its ease of use when sending, signing and storing documents safely and securely.

Healthcare providers deliver a better patient experience with signNow

signNow facilitates e-signature workflows for healthcare organizations at every stage of the document lifecycle — from tracking and signing to document completion and storage.

Using signNow, we feel the savings mostly in the time aspect. Reduction in labor hours previously spent on printing and scanning multiple documents during and after the patient visits is enormous! Also, we simply LOVE the Kiosk Mode! It made our office life so much easier!



Alicia C.
IT/Project Manager
at Zionsville Eyecare

Why do healthcare professionals choose signNow?



Reduce patient waiting times

Streamline the patient admission and registration process by having patients sign and fill out required forms electronically in advance. Whether from their mobile device or desktop computer, patients can complete and sign forms any time.



Avoid costly delays

Send reminders for patients to complete their forms electronically prior to their visit to confirm their appointment and keep them accountable, saving hundreds of dollars for missed appointments.



Maximize staff efficiency

Seamlessly capture and manage patient data electronically. Optimize the billing process and securely store medical records — allowing your staff to focus on patient care.



Simplify verification

Insurance company verification holding times can take up to 30 minutes per patient. signNow allows you to get patient claims processed and billed electronically in half the time while staying compliant.



Improve patient satisfaction

Since Medicare reimbursement is tied to HCAHPS scores, positive patient experiences can impact revenue. By digitizing your workflow, you expedite the paperwork processes, reduce long waiting lines, and improve the overall patient experience.



Ensure HIPAA compliance

Protect the security of sensitive medical data. signNow fully complies with HIPAA requirements and safeguards all medical records with dual authentication, government agency level encryption and detailed Audit Trails.

Hundreds of healthcare organizations trust signNow



How healthcare organization use signNow:

- Prepare medical forms for signing by adding fillable fields
- Collect multiple signatures all at once or in a specific signing order
- Gather patient information in-person using your tablet or smartphone
- Store signed documents in the cloud or move them to an archive
- Sort medical records by groups and send out entire packages for signing
- Set reminders, notifications and expiration dates
- Create templates for commonly-used medical forms
- Keep track of document changes with detailed Audit Trails
- Receive and process patient records using a mobile device

Maintain security and compliance of patient medical records



SOC 2 Type II certification



HIPAA compliance



GDPR compliance



PCI DSS compliance



21 CFR Part 11 compliance



ESIGN compliance



CCPA compliance

Let signNow help you focus on patient care, not paperwork.

Get started today and see why thousands of healthcare professionals prefer signNow for its ease of use when sending, signing and storing documents containing sensitive medical information safely and securely.

signNow keeps institutions moving forward with e-signature workflows

From admissions to financial aid to teachers wanting to share the latest assignments, signNow simplifies and automates document workflows.

A few features University of Michigan signNow users love:

- The ability to prepare and send documents in just a few clicks
- Password protected documents to authenticate signers
- Collect and access an Audit Trail history automatically

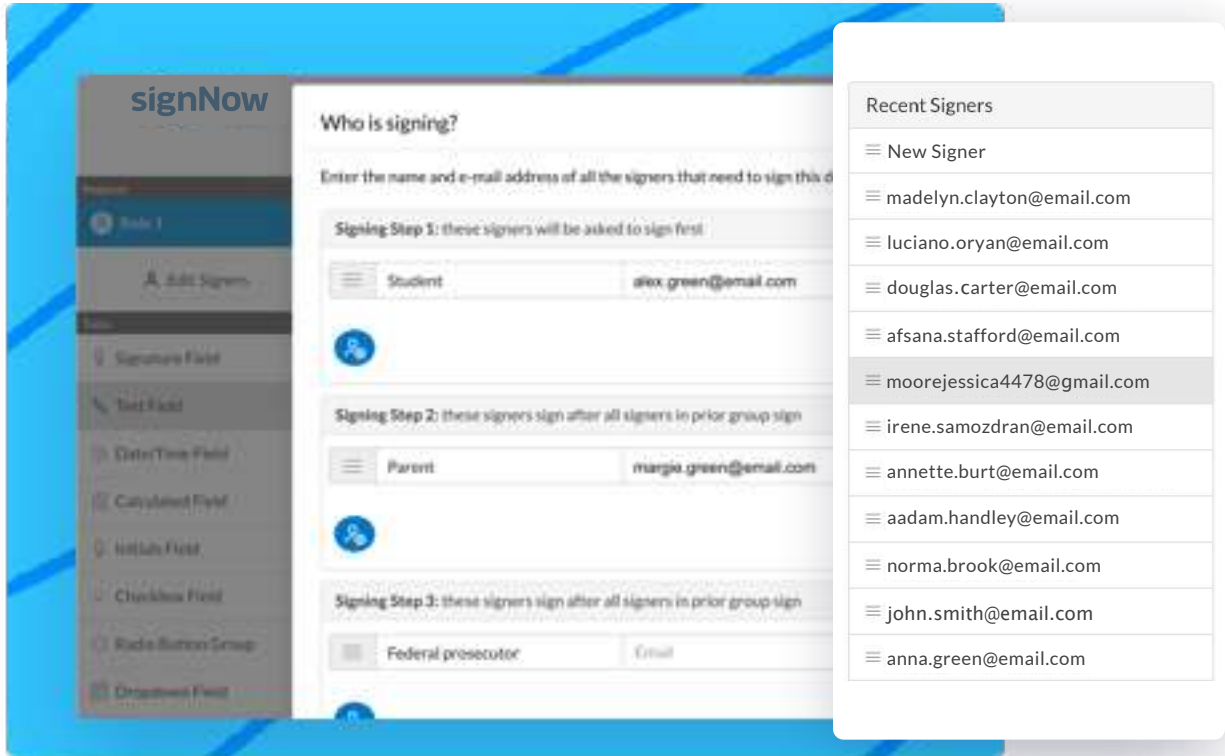
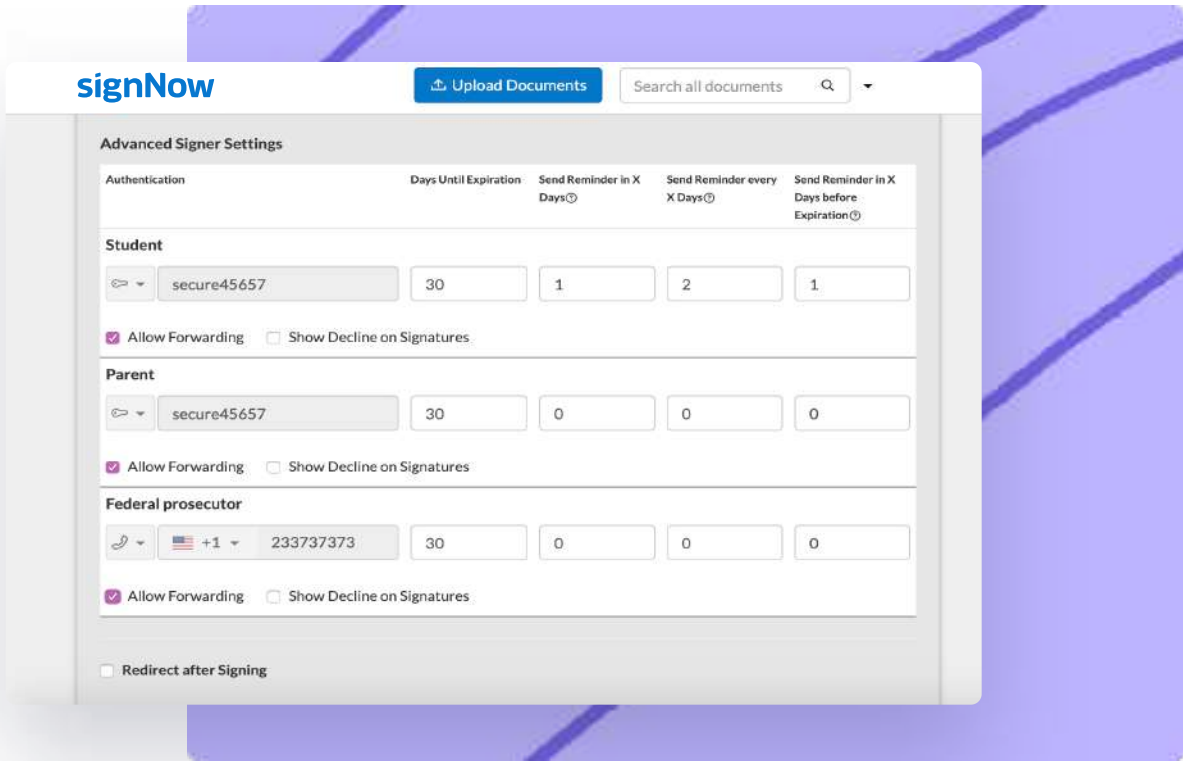
Common use cases for signNow in Education:

- Enrollment application
- Record request
- Financial aid forms
- Alumni membership forms
- Vacation requests
- Certification requirement forms
- Student organization forms
- Syllabus distribution
- Grading guidelines
- Student athlete contracts
- Athlete workout programs

Why signNow for Education?

Deliver a remote learning experience

signNow makes it easy to organize e-learning environments for students and staff in minutes. Submit assignments, check homework and set up reminders online, no matter where you are.

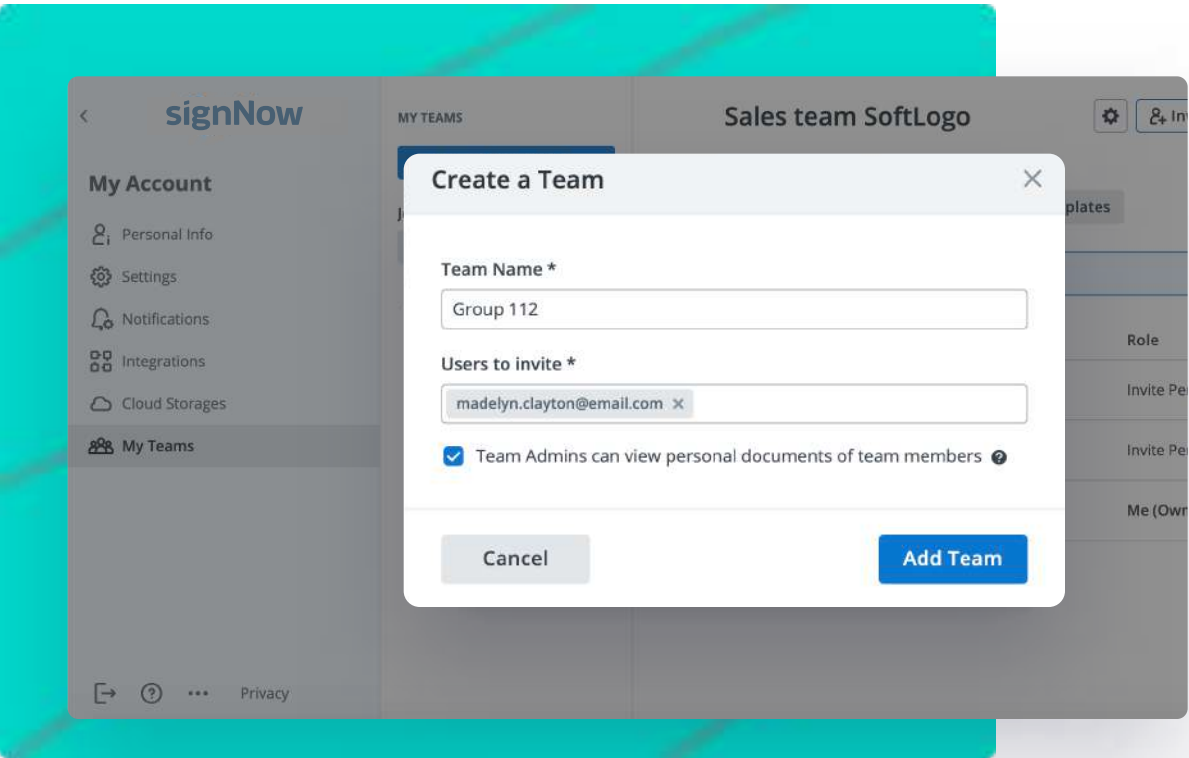
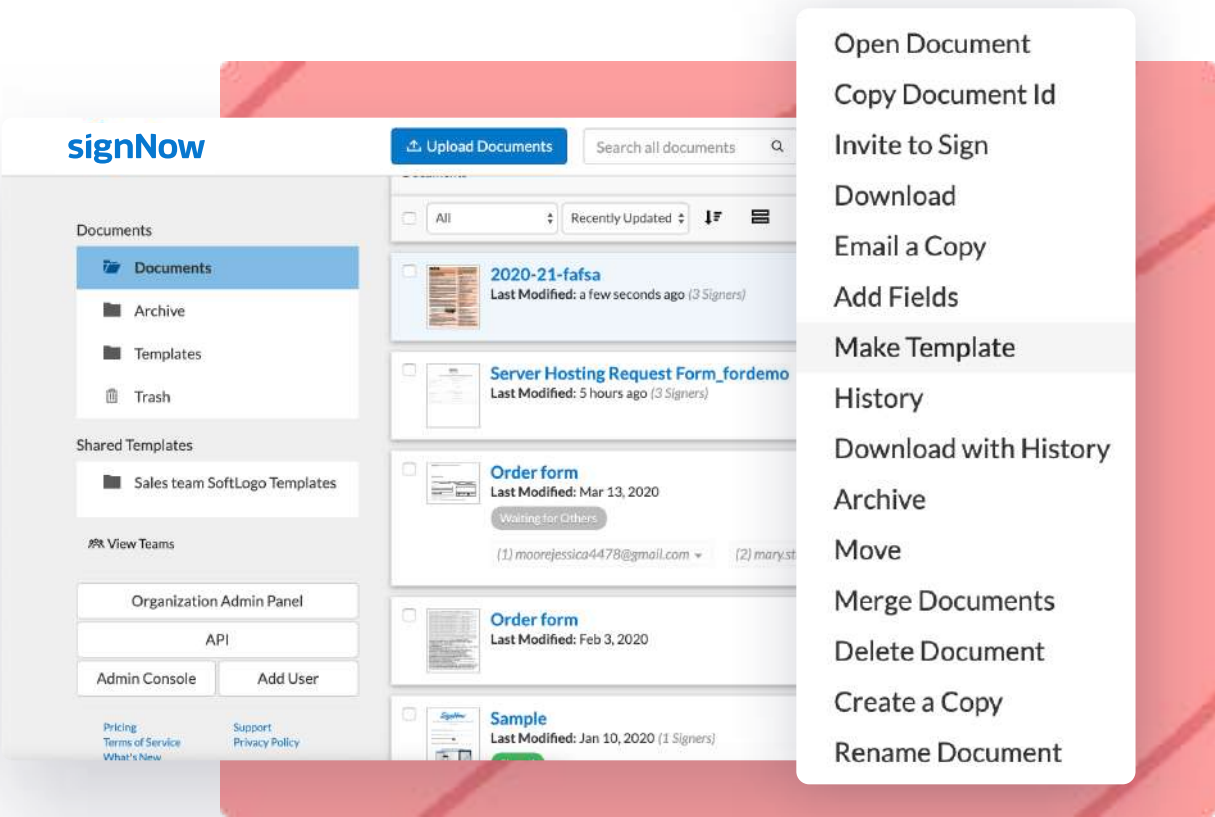


Optimize and scale your signing workflows

Allow parents and students to e-sign documents quickly and easily. This can cover anything from Financial Aid applications, weekly reading logs, graduation applications, and everything in between.

Save time with reusable templates

Generate templates from your weekly lesson plans and make them reusable so you don't have to start from scratch each time. Customize your templates to suit any classroom structure.

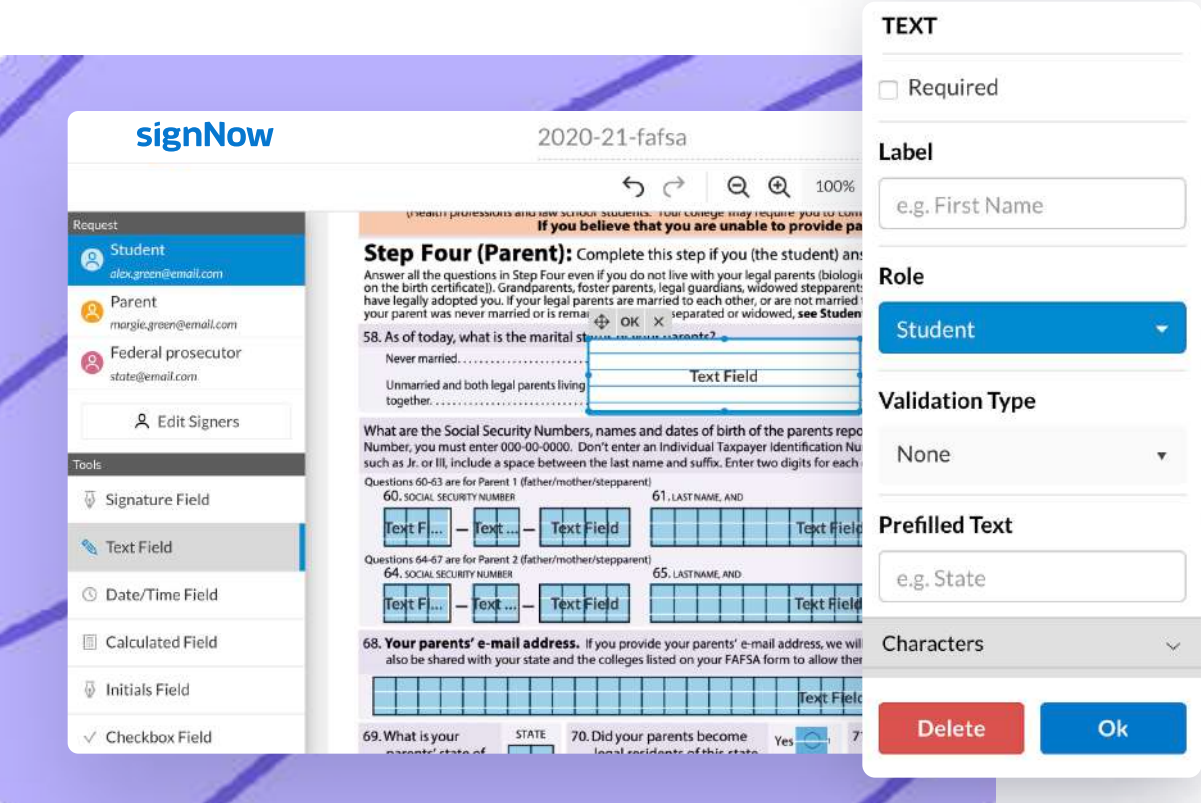


Invite stakeholders to collaborate

Create teams within signNow to collaborate on and distribute digital documents, such as time sheets, syllabi, reports, and homework.

Sign documents anytime, anywhere

Avoid slow downs by allowing signers to sign forms on-the-go using the signNow iOS or Android application on yourmobile device. Allow parents and students to sign applications and forms quickly and easily using any smartphone or tablet, even while offline.



Improve the user experience

Make the signing process easier and more accurate by adding fillable fields for signers on all forms. And, ensure you meet deadlines and hold signers accountable with the signNow Audit Trail. Easily collect and store all completed forms in a few clicks.

Feel confident your records are secure

All documents are stored on SOC 2 compliant servers. Data sent and received via signNow is encrypted with the SSL 256-bit encryption algorithm.



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GDPR compliance
General Data Protection
Regulation

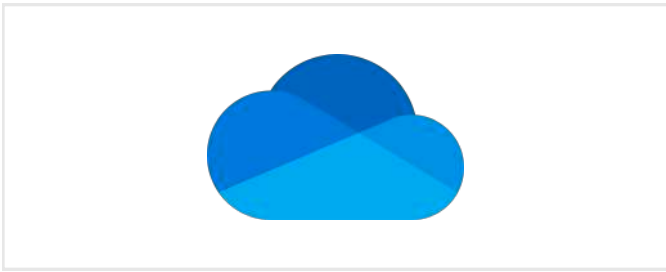


HIPAA compliance
Health Insurance Portability
and Accountability Act



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signNow already integrates into the solutions you use every day



Hundreds of education organizations trust signNow



Get started today and see why hundreds of educational institutions choose signNow to quickly and easily send, sign and securely store completed documents.

signNow keeps businesses moving forward with e-signature workflows

Easily customize and send construction proposals, invoices, daily reports and cost estimates with signNow. Collect signed contracts and important data faster than ever. Securely transfer them to the CRM or cloud storage service you're already using.

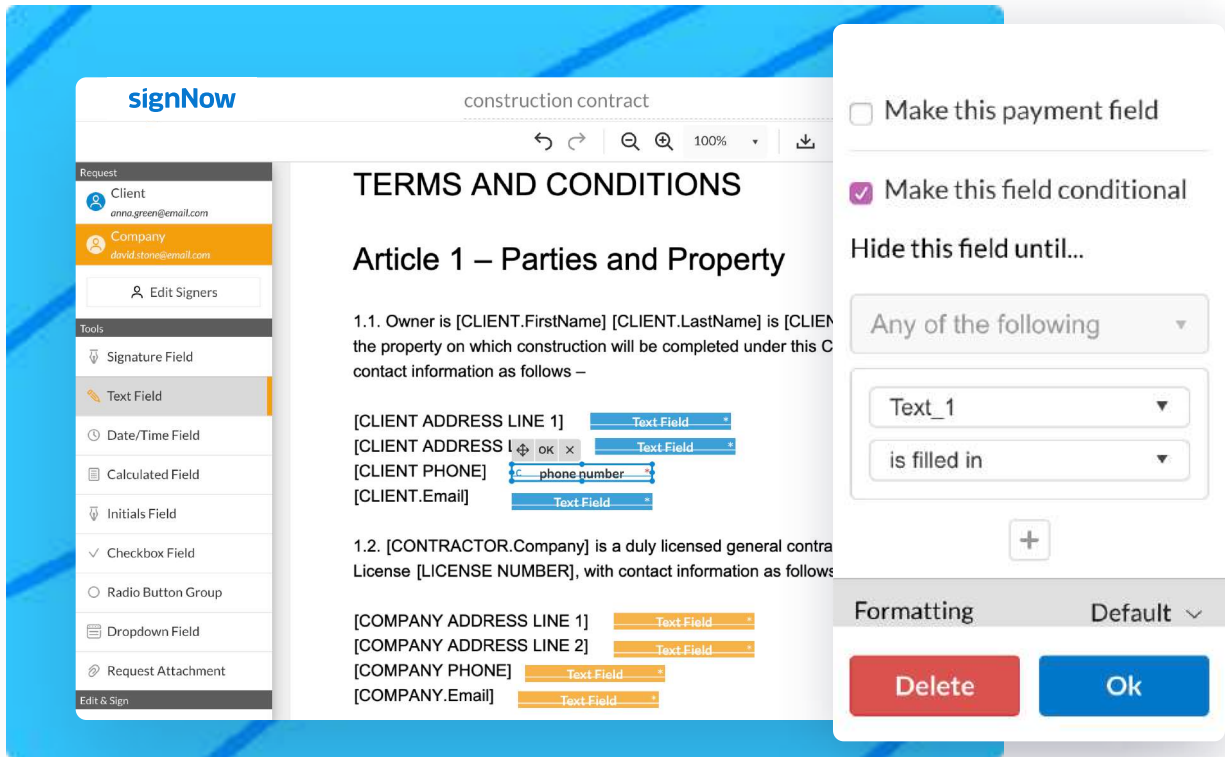
When we were looking at electronic signature solutions, we really wanted to find one with a proven integration for Egnyte. By choosing signNow, we were able to maintain high levels of access to data and internal controls that Egnyte provides with our newly automated processes. It's been great to provide another tool that our teams enjoy using and makes their work so much more efficient.

 **Jim Puerner**
Vice President
at Tutor Perini

Why signNow for Construction?

Win more deals on the go

Get your construction proposals and daily reports signed by your clients in seconds. Invite as many people as you need and let them sign documents on any iOS or Android device. You can also instantly collect in-person signatures right on your tablet.

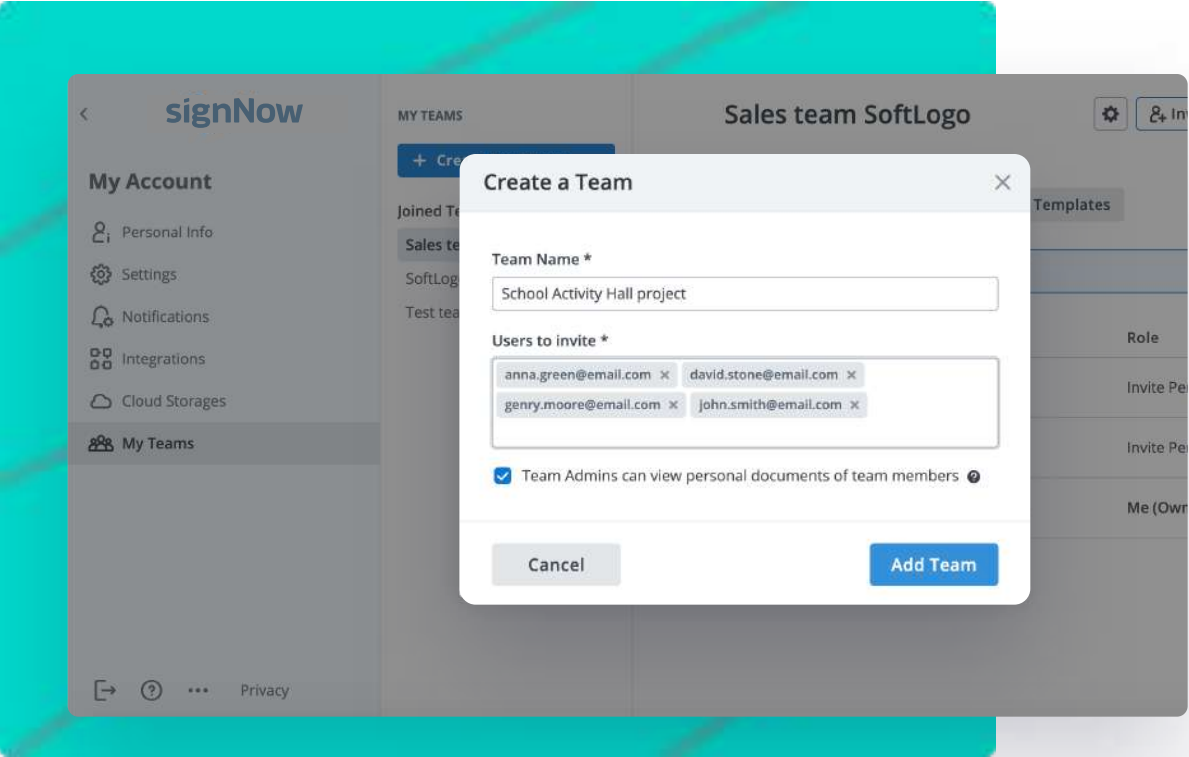
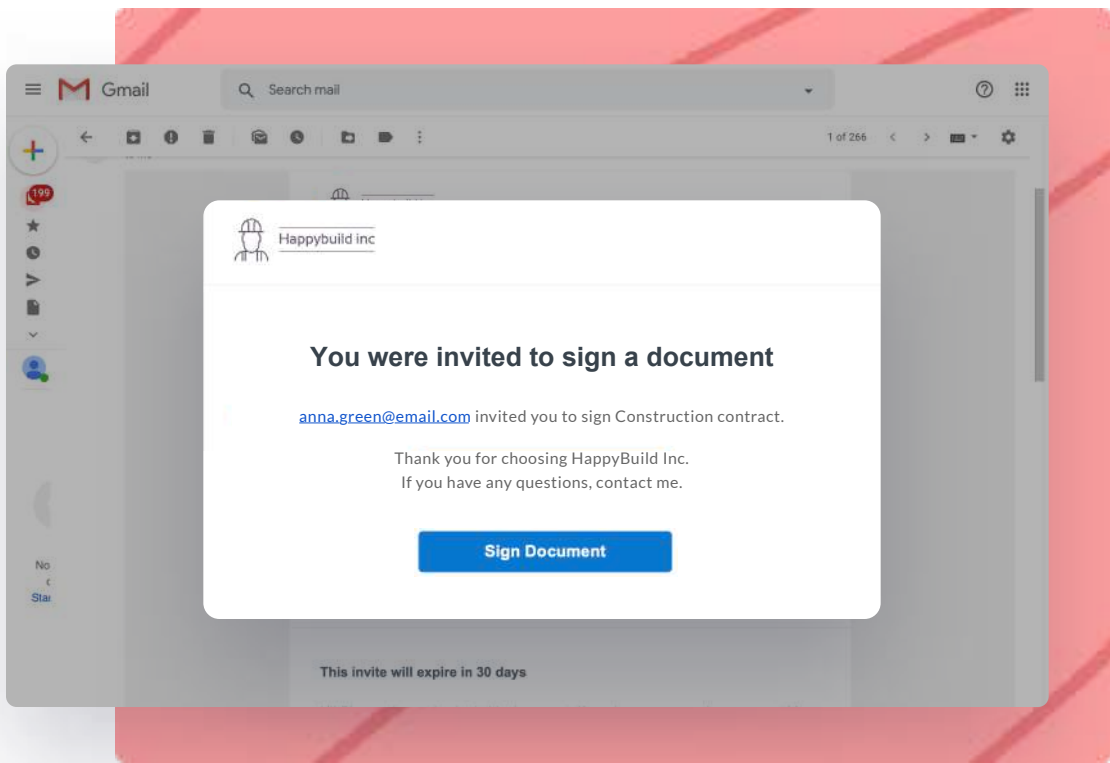


Accelerate construction process

Start working on projects faster. Create fillable construction forms, customize them by adding signature, date, initial, text fields and more. Connect fields to a payment system, get automatic values with calculated fields and create complex conditional logic, no coding necessary.

Maintain your company brand

Reflect your company branding on notification emails sent to signers. You can easily customize signing links and guide signers to your company's website after a document has been signed.

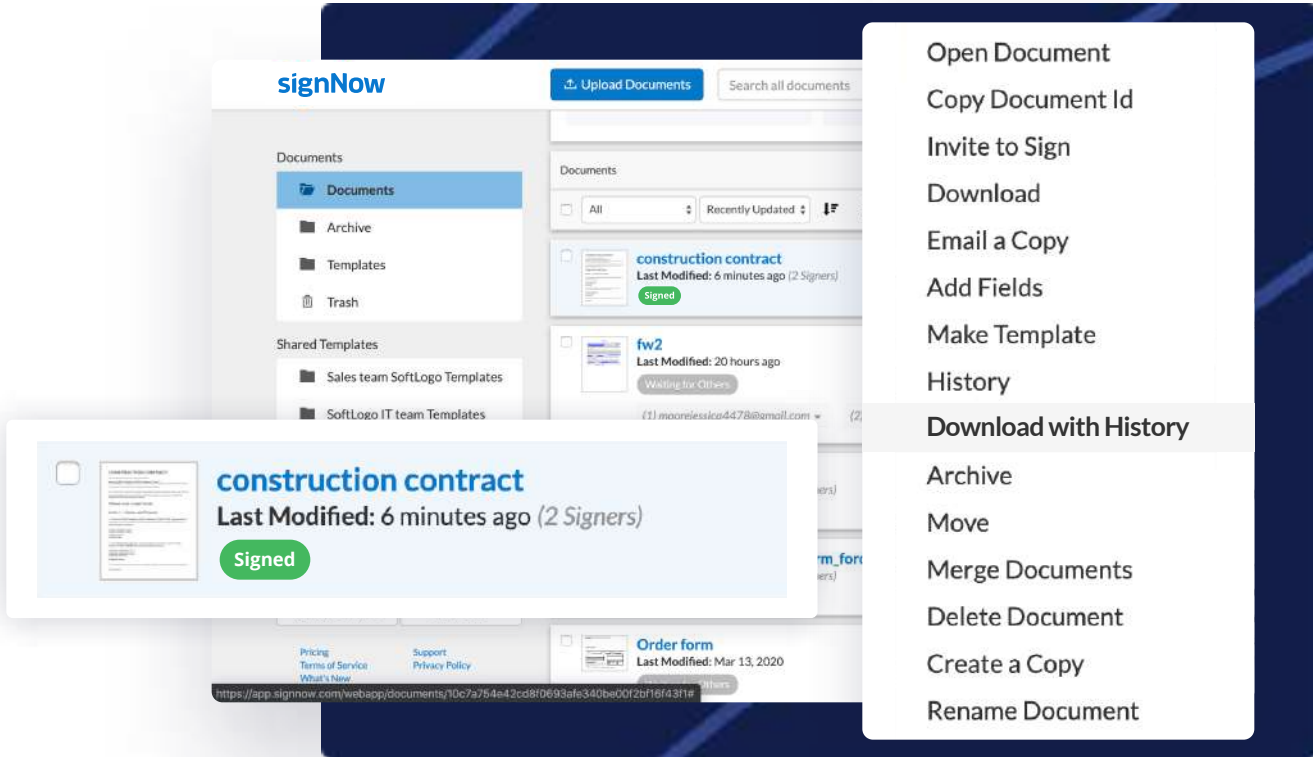


Increase team productivity

Create teams within signNow to securely share and collaborate on groups of construction documents and templates. Send an entire group or an individual document for signing to multiple recipients at once.

Get visibility into the signing process

Get instant notifications once a document is signed. The full Audit Trail shows you who signed your document and when. Set up notifications and reminders to always meet your deadlines.



Hundreds of construction companies trust signNow



Get started today and see why construction organizations choose signNow to quickly and easily send, sign and securely store completed documents.