

AI in Employee Relations and Policy

8 instructional hours**\$995 per participant**

Live virtual, instructor-led

8 hours: Part 1 and Part 2, four hours each. Private onsite delivery by quote. Contact us for upcoming dates.

What you'll work on

Update a policy with AI against its source, and document a synthetic employee-relations case consistently, with a clear line for legal review.

What you will be able to do

- Draft and interpret a policy update with AI and check it against the source policy.
- Document a complaint or corrective-action case consistently without putting protected data into an unapproved tool.
- Explain benefits and leave rules in plain language and know where legal review starts.

What you leave with: work products & reusable resources

- Policy update and source crosswalk
- Synthetic case-documentation template
- Benefits and leave guide
- Escalation and rollout plan

Who it is for

HR business partners, employee relations specialists and HR generalists

Before you enroll

Basic AI literacy and employee-relations experience. Synthetic cases only; no real employee data in class. Not legal advice.

Session options

One day or two 4-hour sessions.

How the 8 hours run

Part 1 · Frame responsible policy and case work · 4 hours

Assess and eXplore (3½ hours), then begin the applied exercise (½ hour). Work products: A policy and case-work process review and initial privacy and escalation notes.

Part 2 · Build policy and case resources · 4 hours

Continue Implement (3½ hours), then Sustain (½ hour). Work products: A policy update with source crosswalk, synthetic case template, benefits and leave guide, escalation guide, and rollout plan.

Tuition: \$995 per participant for both parts, or \$675 per part purchased separately. Part 2 builds on Part 1; contact Axis about equivalent preparation before enrolling in Part 2 alone. Full-course completion requires both parts and the course work products.

A · Assess 1 hour	Review how your team documents cases and updates policy today, and where errors creep in.
X · eXplore 2 hours 30 minutes	What AI can and cannot do in policy and case work, privacy limits, and escalation triggers.
I · Implement 4 hours	Update a policy with a source crosswalk, document a synthetic case, and draft a plain-language benefits and leave guide from supplied policy examples.
S · Sustain 30 minutes	Finish the escalation guide and a short plan for rolling the templates out.

Complete this course

Attend the live instructional hours and submit the course work products listed above.

This individual course has no formal assessment or capstone requirement. The hands-on activities help you practice and apply what you learn.

Digital badges and certificates of completion are issued through Certifier with a verification link.

Formal capstone assessment applies only when completing a full AI Mastery or role certificate pathway through AXL-30.

[Course completion and full-pathway requirements →](#)

Pathway fit

[AI Certificate for HR Professionals](#)

Enrollment & pricing

Private team training — quoted by scope. Pricing includes program preparation and facilitation, plus participant materials and resources.

Customization, travel and split-session delivery are scoped separately. Individual tuition: four-hour courses \$675; eight-hour courses \$995 for both four-hour parts, or \$675 per part purchased separately. Full-pathway pricing is listed separately.

Request enrollment → · [View this course online](#) → · hello@axisadvisoryco.com

[Read enrollment, cancellation and accessibility policies →](#)

Individual course credentials recognize completion. Full AI Mastery and role certificate credentials also require passing the AXL-30 capstone. They are not academic credit, a professional license, or an accredited, government-endorsed or continuing-education-approved credential. Tuition is standard commercial pricing, not a GSA Schedule rate.