TYGART MEDIA FIELD SHEET · CLAUDE SERIES

Claude AI for HR Teams — a Tygart Media field sheet

Job descriptions, policy/handbook drafting guardrails, Team vs Enterprise BAA boundaries, and counsel review.

Verified 2026-11-13 against Anthropic official docs · Guide: tygartmedia.com/claude-ai-for-hr/ · Official Anthropic: claude.com/solutions/enterprise

DIRECT ANSWER · VERIFIED 2026-11-13

HR teams share policy & JD Projects on Team Standard ($20/seat annual / $25 monthly) or **Premium ($100/$125, 5× Standard)** with **no default training**. If HR handles medical/FMLA/benefits PHI or requires SCIM/audit logs/custom retention, **Claude Enterprise ($20/seat/mo ann + API, 20+ seats)** is mandatory (claude.com/solutions/enterprise). Legal counsel must review all final policies.

1. Five High-Utility HR Drafting Workflows

- **Inclusive Job Descriptions:** Standardize reporting lines, must-have vs nice-to-have skills, pay-transparency ranges, and EEO boilerplate.
- **Section-by-Section Employee Handbooks:** Store mission, values, and tone rules inside a Project so PTO, remote-work, and NDA chapters stay consistent.
- **Reviews & Onboarding:** Generate 30/60/90-day onboarding checklists, manager 1:1 guides, and structured competency-based review forms.

2. Non-Negotiable HR & Legal Guardrails

- **Employment Counsel Sign-Off:** Labor, leave, wage-and-hour, and anti-discrimination rules vary sharply by state and country — Claude drafts are never legal advice.
- **PHI vs Non-PHI Split:** Medical accommodations, workers' comp, and FMLA health details must stay out of Team/Pro accounts.

Verified Claude Plan & Pricing Snapshot (Verified 2026-11-13)

HR Deployment Scope	Verified Plan & Rate	Compliance & Privacy Controls	Safe Documents
Drafting Templates Only	Free ($0) / Pro ($20/mo; $17 ann)	Free includes 5 Projects; **no default Team/Ent contractual guardrails**	Anonymized JD templates & public policy outlines
HR Team Collaboration	Team Standard $20/$25 · Prem $100/$125	2–150 seats; shared handbook Projects, SSO, **no default training**, NO HIPAA BAA	Company handbooks, review rubrics, onboarding docs
Regulated / PHI / Global HR	Enterprise ($20/seat/mo ann + API, 20+ seats)	SCIM, RBAC, audit logs, custom retention, compliance API, **HIPAA BAA eligible**	Approved org-wide HR ops + medical leave/benefits under BAA

Verified 2026-11-13 (tygartmedia.com/claude-ai-pricing/). Always strip PII (SSNs, compensation sheets, medical notes) unless governed by approved Enterprise security & legal sign-off.

Next Steps & Implementation Checklist

- ■ Separate public/template HR drafting (Team Standard $20 annual / $25 monthly) from PHI/regulated records (Enterprise + BAA).
- ■ Keep an employment attorney sign-off gate on every handbook, NDA, PIP, and termination template.
- ■ Store existing approved handbook sections inside a Project (1M context) so updates stay consistent.
- ■ Train recruiters never to let AI autonomously screen or score protected-class candidate attributes.

CANONICAL LINKS & PRICING HUB

Full Interactive Guide: https://tygartmedia.com/claude-ai-for-hr/ | **Pricing Hub:** tygartmedia.com/claude-ai-pricing/ | **Anthropic Official:** https://claude.com/solutions/enterprise