

## SCHEDULE 1 - FEES

Subject to discussion and final specifications based on the actual requirements for the Employee Assistance Program (EAP), the estimated costs of providing an EAP under this agreement are as follows:

Contract Management Annual Fees	
<b>12 Month Administration Fee</b>	\$1,000
<b>Plus GST</b>	\$100
<b>Total</b>	\$1,100

### 12 Month Contract Fee Includes:

- Contract Management
- Two Employee ACCESS on-site awareness sessions
- 6 monthly Contract Reporting
- 24 hour on-call **1800 725 938** Critical Incidents service

### Payment Schedule:

- Administration Fee invoiced from date of contract commencement.
- All other costs will be invoiced as incurred.
- Payments to be received by Centacare no later than **30 days** from date of invoice. Late payment fees shall apply.

## Services

The standard rate for services is \$159.50 per hour including GST (\$145 + \$14.50 = \$159.50) or you can pre purchase a block of hours at a discounted rate.

Standard Services Include	
Counselling	Mediation
Training / Education Services	On site Awareness Sessions
Professional Debriefing	

Standard Services Pre Purchase Discount			
Hours	Fee	GST	Total
10	\$140	\$14	\$154
20	\$120	\$12	\$132
50	\$110	\$11	\$121

All premium Services are charged at an hourly rate.

Premium Services				
Service	Unit	Fee	GST	Total
Critical Incident Response	Per hour	\$170	\$17	\$187
Management Consulting	Per hour	\$170	\$17	\$187
Professional Supervision	Per hour	\$120	\$12	\$132
Management Coaching	Per hour	\$170	\$17	\$187

**Note 1:** Associated travel and accommodation costs will be charged at cost + 15%.

**Note 2:** Associated travel time charged per hour/per service provider at hourly rate of the service provider.

**Note 3:** Travel per motor vehicle is an additional charge of \$1.00 per kilometre travelled.

**Note 4:** Cancellations less than 24 hours notice will incur the full fee.