

ACCESSCQ 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	
12 Month Administration Fee	
Up to 100 Employees	\$1,000
101 to 300 Employees	\$3,000
Over 300 Employees	\$6,000
Plus GST	
Up to 100 Employees	\$100
101 to 300 Employees	\$300
Over 300 Employees	\$600
Total	
Up to 100 Employees	\$1,100
101 to 300 Employees	\$3,300
Over 300 Employees	\$6,600

12 Month Contract Fee Includes:

- Contract Management
- One 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 \$155.00 per hour + GST (\$155 + \$15.50 = \$170.50) or you can pre purchase a block of hours at a discounted rate.

Standard Services Include	
Counselling	Mediation
Professional Debriefing	On site Awareness Sessions

BU 090-V2

Standard Services Pre Purchase Discount			
Hours	Fee	GST	Total
10	\$145	\$14.50	\$159.50
20	\$140	\$14	\$154
50	\$125	\$12.50	137.50

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	\$160	\$16	\$176
Management Coaching	Per hour	\$170	\$17	\$187
Corporate Training	Per hour	\$160	\$16	\$176

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.

Note 5: Training program development additional cost of \$160.00 + GST per house