



Pennyroyal Center

July 20, 2010

Mike Kenner, Superintendent
Todd County Board Education
804 South Main Street
Elkton, KY 42220

Dear Superintendent Kenner:

Following our discussion on July 16, 2010 regarding your request for a proposal program for the Employee Assistance Program (EAP) which would be offered by the Pennyroyal Center for the employees of the Todd County Board of Education, I am addressing this letter to present to you a proposal for services. For the purpose of this letter of proposal, are the areas related to the EAP service attached. Please note that the estimate is for a prepaid program and the other is an alternate EAP Program.

Should you have any questions, please feel free to contact me at (270) 886-9371 or via email @ tonya.gray@christian.kyschools.us.

Sincerely,

Tonya Gray, M.S., LPA
Licensed Psychological Associate
Employee Assistance Program Coordinator

**EAP ESTIMATES FOR
TODD COUNTY SCHOOLS
ELKTON, KENTUCKY**

THE PENNYROYAL CENTER - PH. 886-9371

Companies contract with the Pennyroyal Center to provide confidential and professional assessment and counseling services to their employees. Through Employee Assistance Programs (EAP), employees can privately obtain help with health, legal, financial or family problems early. The Center's EAP provides the following basic services for one price:

SUPERVISORY TRAINING RE: EAP, MANDATORY REFERRALS, ETC.:

INTRODUCTORY PRESENTATION RE: EAP TO ALL PERSONNEL
4 sessions or more according to no. school sites.

BILLFOLD CARDS FOR EACH EMPLOYEE providing EAP information

MONTHLY POSTERS FOR EVERY POSTING SITE

IMMEDIATE AVAILABILITY FOR CRISES MANAGEMENT, CONSULTATIONS
OR EMPLOYEE SERVICES

SIX HOURS (6) OF RESEARCHED-BASED EDUCATION (PRIME FOR LIFE)
on alcohol & drugs to employees/community

EMPLOYEE COUNSELING for screening & brief therapy.

REPORTS CONCERNING UTILIZATION & DEMOGRAPHICS ANNUALLY OR AS
OFTEN AS REQUESTED.

Charges depend on the number of counseling sessions the school contracts and number of employees using EAP services annually. The basic cost for 350 employees and their families assuming a 5% utilization (17.5 employees &/or family members) the first year will range as follows:

2 visits -	\$2,800 OR \$8.00 per employee family annually
3 visits -	\$3,850 OR \$11.00 per employee family annually
4 visits -	\$4,900 OR \$14.00 per employee family annually
5 visits -	\$5,775 OR \$16.50 per employee family annually
6 visits -	\$6,125 OR \$17.50 per employee family annually

If 5 % more (10% of total employees) use services in a year, you will be notified and charges renegotiated the next year.

350 employees implies 875 potential covered lives.

Proposed by Tonya Gray, M.S.
07-19-2010