

## KGA EAP AND WORK LIFE SUMMARY

KGA, Inc. (Kathleen Greer Associates) is pleased to provide this summary of our integrated Employee Assistance Program (EAP) and Work Life Program. KGA has earned a strong reputation for providing proactive, highly visible and seamless EAP and Work Life services. We currently service over 100 companies totaling over 75,000 employees and household members. Founded in 1982 and based in Massachusetts, KGA provides high quality services around the globe.

### THE FOLLOWING ARE COMPONENTS OF THE EAP AND WORK LIFE PROGRAM:

- Customized Program Implementation including drafted emails and service disciplines
- Short-term Counseling Sessions for employees and household members (no pre-determined limit)
- International network of providers, 24/7 counseling coverage
- One call by employee, contact guaranteed within 24 hours, face-to-face appointment within 72 hours, counseling within 30 minutes of home or work
- Extended Wellness Plan including resources, referrals, and telephone consultations for child care, elder care, legal, financial, stress, career, nutrition, fitness, and work life issues
- Wellness Hours to be used for lunchtime wellness seminars, on-site chair massage, health screenings, on-site counseling support, health fairs, and wellness tables
- Rapid Response Team services including critical incident stress debriefings, layoff support, and threat of violence consultations
- Unlimited EAP Orientation Programs and EAP Manager Training
- Unlimited Consultation and Coaching for managers about difficult employee relations issues
- Promotional Support including EAP brochures, wallet cards, calendar cards, quarterly posters, monthly wellness tips, newsletters, and specialized promotional items
- Quarterly Utilization Reports and presentation of data
- Unlimited access to the KGA Interactive Web Site including self-assessment tests, self-directed child care searches, tip sheets, on-line training, webinars, podcasts, and program information

For Additional Information, Call 508.879.2093 or visit [www.kgreer.com](http://www.kgreer.com)

WHAT GOOD IS A  
HELPING HAND WITHOUT  
A PERSONAL TOUCH?

WHEN LIFE GETS DIFFICULT,  
THE WELCOME YOU GET FROM YOUR EAP  
CAN MAKE ALL THE DIFFERENCE.

KGA

EAP 800-648-9557 [www.kgreer.com](http://www.kgreer.com)

Personal Services. Professional Support.