



Corporate Care establishes connections in the workplace to know and grow opportunities to build the kingdom of God.

Corporate Care provides proactive care to move employees out of brokenness into wholeness. Thereby, employees become healthier and the workplace experiences positive results in all areas.

Corporate Care strategizes with workplace leadership to foster an environment of mutual care and service both inside and outside the workplace. This vision for care and service places value on the employee, business, community, and ultimately, honors God.

### **Chaplain Assistance Program**

**Purpose:** The Chaplain Assistance Program is designed to provide short-term, on-site pastoral counseling to employees who wish to use these services. The program is intended to help employees address issues in their personal lives which may be adversely affecting their personal well-being or work performance.

**What are the components of this program:** The Chaplain Assistance Program will provide short-term, on-site pastoral counseling when requested by employees. Long-term counseling needs will be referred to community resources. This program is independent of the company's grievance process for claims of harassment or other employment-related issues, which should be reported according to the procedures described in the company's policies.

**Who is eligible:** The Chaplain Assistance Program is available to all employees regardless of their religious affiliation or beliefs. Participation in the program will have no impact on a participant's employment with the company or on employment decisions made by the company with respect to any employee.

**Confidentiality:** Information provided to the Chaplain in connection with the Chaplain Assistance Program will be confidential, except upon the written consent of the employee or as required by law.

#### **Process:**

1. If you would like a confidential meeting with the Chaplain, there will be a sign-up sheet in the Human Resource Coordinator's office.
2. Inform your supervisor of your appointment. Management will not ask the nature of your visit.
3. Although there is not a limit to the number of visits, please be respectful of other employees who may also want to meet with the Chaplain.
4. The Chaplain will meet with individuals on-site.

### **Other Employee Care**

- An interactive Bible study that is available to all employees on a voluntary basis.
- Crisis support for all employees and their immediate family members. Other care offered includes hospital visitation, funeral services, premarital and marriage services.

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