CUSTOMER INFORMATION:							
Company Name:							
Contact Name:							
Street Address:							
City:		State:		Zip:			
Phone:		Fax:					
Email:							

EDUCATIONAL MANUALS:		
TOPIC	PRICE	√To Order
Body Mechanics	100.00	
Boundaries: Personal and Professional	100.00	
Dementia	100.00	
4-Hour Dementia Training/Voice Over PowerPoint	400.00	
Diabetes	100.00	
First Aid and Fall Protocols	100.00	
Food Safety	100.00	
Home Care Etiquette	100.00	
Home Care Etiquette: Residential Group Homes	100.00	
Home Care Staff Safety	100.00	
Hospice Care for Home Health Aides	100.00	
Home Safety	100.00	
Infection Control	100.00	
Infectious Diseases	100.00	
Medication Administration for Home Health Aides	100.00	
Nutrition	100.00	
Observing, Reporting & Documenting	100.00	
Person Centered Care	100.00	
Skin Care	100.00	
Working with Families	100.00	
Orientation/Annual Education of Reporting of Maltreatment of Vulnerable Adults/Minors & to the Bill of Rights (Community Home Care)	100.00	
Orientation/Annual Education of Reporting of Maltreatment of Vulnerable Adults/Minors, Assisted Living Bill of Rights, and Person-Centered Care (Assisted Living)	100.00	
HIPAA Training	65.00	
DISCOUNT BUNDLE:	·	
Safety Series Bundle: Includes the following packets at a discount:		
Home Care Staff Safety		
Home Safety	300.00	
Food Safety		
First Aid and Fall Protocols		

^{*}Manuals are individualized to your agency. A list of questions will be emailed to you to assure that your agency-specific information is inserted into the manuals, such as name, address, phone numbers, service area, administrator, etc. Payment is due at time of purchase. Hard copies of manuals are available for \$60/manual.

MANUALS:		
	PRICE	√ To Order
COMMUNITY HOME CARE: COMPREHENSIVE MANUALS		
Policy Manual	280.00	
Forms Manual	280.00	
Medication Management Manual	320.00	
ASSISTED LIVING/GROUP HOME MANUALS		
Policy Manual	450.00	
Forms Manual (includes Assisted Living Contract)	490.00	
Emergency Preparedness Manual	125.00	
Assisted Living Contract	150.00	
Admission Paperwork	250.00	
BASIC LICENSE HOME CARE MANUALS		
Policy Manual	260.00	
Forms Manual	270.00	
PCA MANUALS		
Policy Manual	280.00	
Forms Manual	280.00	
ORIENTATION MANUAL	200.00	
Includes Dementia Education Manual, Infection Control Education Manual	ial, 400.00	
and PowerPoint	100.00	
COMPETENCY MANUALS		
Competency Evaluation Program: Skills	325.00	
Competency Evaluation Program: Basic Skills Non-medical	275.00	
Competency Evaluation Program: Medications	250.00	
Competency Evaluation: Health Professional	100.00	
MENTAL & BEHAVIORAL HEALTH PROGRAM	100.00	
Includes 2-hour Educational Program, Supplemental Materials, and Form	ns 325.00	
Per Form or Policy	25.00	
Emergency Preparedness: Medicare Certified Agency	150.00	
Procedures Manual	150.00	
ANNUAL MAINTENANCE FEE	130.00	
(Optional) This adds you to list to receive annual email updates to manuals	\$120/year	
DISCOUNT BUNDLES:	\$120/Jean	
Community Home Care Comprehensive Bundle: Includes all 3 manuals at a dis	secount:	
Policy Manual, Forms Manual, & Medication Management Manual	800.00	
Assisted Living/Group Home Bundle: Includes the following 3 manuals at a discount of the control		
Policy Manual, Forms Manual, Emergency Preparedness Manual	900.00	
Competency Bundle: Includes all 3 manuals at a discount:	700.00	
Skills, Medications, and Health Professional Competency Evaluation Programmer	ams 550.00	
Assisted Living with Mental/Behavioral Health Bundle: Includes the following		
manuals at a discount:	•	
Policy Manual, Forms Manual, Emergency Preparedness Manual,	1,050.00	
and Mental & Behavioral Health Program	1,050.00	
	SUBTOTAL	_
If applicable, tax exempt # SAI	ES TAX (7.875%)	
TO'	TAL AMOUNT DUE	E

^{*}Manuals are individualized to your agency. A list of questions will be emailed to you to assure that your agency-specific information is inserted into the manuals, such as name, address, phone numbers, service area, administrator, etc. Payment is due at time of purchase. Hard copies of manuals are available for \$60/manual.