



## ORDER FORM

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### EDUCATION MANUALS

Topic	Price	√ To Order
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HIPAA Training	65.00	
<b>Total Education Manuals</b>		

Each manual has been developed by clinical experts in home health care and includes objectives, content with case studies, post-test with key, references or other supporting documents and a certificate. Packets are shipped in a binder and may be copied for use within the agency.

**MINNESOTA HOME CARE MANUALS**

<b>Manuals</b>	<b>Price</b>	<b>√ To Order</b>
Comprehensive License Policy Manual	280.00*	
Comprehensive License Forms Manual	280.00*	
Medication Management Program	320.00*	
<b>Discount for purchasing all 3 Comprehensive Manuals = \$800.00*</b>		
Additional Forms for Assisted Living Settings <ul style="list-style-type: none"> <li>• Rental Agreement</li> <li>• Resident Handbook</li> </ul>	45.00	
Basic License Policy Manual	260.00*	
Basic License Forms Manual	270.00*	
PCA Policy Manual	280.00*	
PCA Forms Manual	280.00*	
Per Form or Policy	25.00	
Procedures Manual	150.00	
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Competency Evaluation Program: Medications (included with Medication Management Program)	250.00	
Competency Evaluation: Health Professional	100.00	
<b>Discount for purchasing all 3 Competency Manuals = \$550.00</b>		
<b>Annual Maintenance Fee</b> (Optional: this adds you to list to receive annual email updates to manuals)	\$100/year	
<b>Total Home Care Manuals</b>		

\*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. A down payment of 25% of the total is due with purchase.

Special Requests or Comments:

<b>SUBTOTAL (from above)</b>	_____
<b>SALES TAX (7.125%)*</b>	_____
<b>SHIPPING/ HANDLING</b>	<b><u>\$15.00</u></b>
<b>TOTAL AMOUNT DUE</b>	_____

\*If applicable, tax exempt number \_\_\_\_\_

To order: **Call 651-703-4704**

**Email completed order form to [homecareconsultants651@gmail.com](mailto:homecareconsultants651@gmail.com)**

**Fax form to 651-458-1041**

**Mail to Home Care Consultants, LLC, 1679 Watson Avenue, St. Paul, MN 55116**