

What Do You Need From Us?

Complete this page and hand it back, or email it to info@vanguardcaresolutions.com. Anything missing from our packet will be delivered within five business days.



COMMUNITY	COMPLETED BY / TITLE	DATE
PHONE / EMAIL		

SECTION ONE

Your Process

Do you keep an approved provider list for outside one-to-one care? ☐ Yes ☐ No ☐ Preferred provider only

Who approves an addition to that list?

Is a signed vendor agreement required? ☐ Yes — copy attached ☐ No

Who should we follow up with, and when?

SECTION TWO

Your Insurance Requirements

Required limits, if higher than ours

General liability

Professional

Workers' compensation

Required endorsements

- ☐ Additional insured
☐ Waiver of subrogation
☐ Primary and non-contributory
☐ Other

Exact legal name and address for the certificate

SECTION THREE

Before a Caregiver Works Here

Badging or ID required? ☐ Yes ☐ No Process

Orientation required? ☐ Yes ☐ No Contact

Sign-in procedure and entrance to use

Anything else you need from us

ALSO AVAILABLE AT NO COST

Care Without Crisis

Our education initiative for families. We will present a session in your community at no charge, with nothing sold from the podium — provider list or not.

Dean Matthews, ALM, CMT

Owner / President

301-327-1444