



# PROPOSAL KIT SAMPLE

## Senior Home Care Sample Proposal

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Jean Larsen  
C/O Steve and Amy Larsen  
PO Box 411  
Savannah, GA 31401

Dear Larsen Family,

Thank you for calling and asking about our adult family home care services. We are a ten-room home situated on the outskirts of Savannah. Our home is surrounded by ten acres of farm, trees, and garden. It is peaceful and relaxing and provides for many activities for our residents. Despite the sense of rural living, we are still within ten miles of the nearest hospital and our residents can still enjoy going into the city.

Our home offers many opportunities that you won't find in other places. We offer many activities, home-cooked meals, day-trips, and personal care for each of our residents. We provide basic medical care and monitoring, though we do ask that applicants needing extensive or specialized care and frequent monitoring look into services at larger facilities. Our home is for residents who need help with basic care, such as meals, pharmaceutical management, hygiene care, and everyday tasks that have become difficult. We find that our residents enjoy their time in our home because we provide a constant level of care and compassion along with the freedom for them to choose activities they are interested in. We feel that each resident who stays with us becomes part of our family. We know that is a distinction that is very important for families looking into adult home care for their parents.

Our residents are granted full access to all common areas of our home, but they still have the privacy of their own rooms, complete with bathroom and sitting area. They are also given supervised access to our gardens and farm, where they can enjoy gardening their own plots, helping with animal care or walking through the grounds. Our residents are allowed to bring their own pets on a case-by-case approval and conditional trial.

Overall, we feel that we can create the best experience for our residents. If you are looking for a home where you are confident your family member is receiving the best possible care and enjoyment, then we should speak further about creating a home care plan, costs, and insurance. We will have a room available at the beginning of September, and a deposit can hold your place. Please feel free to give us a call at your earliest convenience.

Sincerely,

Claudia and Kent Jones  
Owners  
Cherry Manor Adult Home  
912-555-5555  
[info@CherryManor.com](mailto:info@CherryManor.com)  
[www.CherryManor.com](http://www.CherryManor.com)



# PRESENTATION

## CHERRY MANOR ADULT HOME SERVICES

Prepared for: The Larsen Family

Prepared by: Claudia and Kent Jones  
Owners





# FACILITIES

Cherry Manor Adult Home will be working with you and your family to determine the best possible solution for you. We have included information about our staff, services, amenities, and activities so that you can see we offer to meet more than just basic needs.

## ● STAFF

**Claudia Jones, RN:** Claudia is co-owner of the home and our lively RN. She makes sure all of our residents are given their medications on schedule and monitors their health conditions. She is an active presence in the home every day and helps Kent in the kitchen and with the many activities.

**Kent Jones:** Kent is co-owner and activity director. He is the resident cook, and he arranges the home's activities and outings.

**Lena Roberts:** Lena is our live-in help. She is a certified nursing assistant and she has an associate's degree in recreational therapy. She works with each of our residents every day to make sure they are happy and active.

## ● SERVICES

We offer home-cooked meals three times per day. We are a complete care home, and take care of cooking, laundry, and cleaning needs. We also offer pharmaceutical management and monitoring to ensure our residents take their medicines on time daily. We also monitor health concerns, take vitals, and maintain charts for our residents.

## ● AMENITIES

Our resident rooms have comfortable twin or full-size beds with optional guard rails. Each room has its own bathroom and private sitting area, and rooms are large enough that residents can bring personal belongings to decorate their rooms and make them feel more like home. In our common room, residents have access to coffee makers, snacks, a microwave, and many games and books, as well as a large screen TV.



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