Independent Caregiver Welcome & Registration Agreement

Washington Home Care LLC
dba Washington Homemaker and Companion Registry
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Website: www.washingtoncthomecare.com

Caregiver Profile Information

Full Name:	_____ _____
SSN / TIN:	_____ _____
Street Address:	_____ _____
City, State, Zip:	_____ _____
Contact Phones:	Cell: _____ | Home: _____
Email Address:	_____ _____
Alternative Contact:	_____ _____
Emergency Contact:	Name/Relationship: _____ Phone/Email:

	_____ _____

Background & Screening Questions

Required for Registry Listing

1. Have you ever been convicted of a crime involving violence or dishonesty in any state or federal court?
   [ ] Yes [ ] No
2. Have you ever been subject to disciplinary action by any state or territorial licensing agency?
   [ ] Yes [ ] No

Previous Addresses (Past 3 Years):

1. _____
2. _____
3. _____

Certification & Statement of Accuracy

I certify that the information provided in this document is accurate, complete, and provided in good faith. I understand that providing false information may result in removal from the Registry directory in accordance with registry standards and applicable regulations.

Signature: _____ **Date:** _____

Welcome to Washington Home Care Registry

Our goal is to connect dedicated independent caregivers with clients seeking compassionate homemaking and companionship services. As an independent service provider using our marketing registry, please review the following guidelines that shape our partnership:

1. Independent Professional Role

- **Self-Directed Care:** As an independent contractor, you bring your own expertise, training, and qualifications to every match. The Registry matches you with potential clients but does not supervise your day-to-day caregiving work.
- **Background Check:** To maintain high standards for the families we serve, you agree to allow the Registry to conduct a standard criminal background check and reference verification.
- **Work Authorization & Tax Setup:** You confirm that you are legally authorized to work in the U.S. and that your SSN or TIN is valid. You will provide a completed IRS Form W-9 for client

tax reporting and are responsible for downloading your annual Form 1099.

2. Client Connections & Work Agreements

- **Connecting with Clients:** When we introduce you to a prospective client, you will talk directly with them (or their family) to discuss pay rates, scheduling, and expectations.
- **Written Agreements:** Once you and a client agree to work together, you will finalize those details using a *Homemaker Companion Service Provider Work Agreement* along with an agreed-upon *Plan of Service*.
- **Protection of Registry Introductions (Non-Circumvention):** Our registry spends significant effort, time, and resources matching caregivers with individuals and families in our community. If Washington Home Care introduces you to a client, you agree that you will not service that client independently, under a private arrangement, or through any other homemaker-companion agency or registry. Any care provided to a client introduced by Washington Home Care must remain managed under our registry agreement.
- **Professional Standards:** You agree to carry out all care services outlined in your client's Plan of Service dependably and professionally.

3. Insurance & Documentation

- **Liability Coverage:** You agree to maintain personal professional liability insurance (including Errors & Omissions) with coverage of at least **$1 million per occurrence / $6 million aggregate** while providing services through registry connections, and will provide proof of coverage upon request.
- **Driver Information:** Please provide the Registry with a copy of the front and back of your current driver's license, vehicle registration, and auto insurance card.

4. Gifts & Gratuities Policy

To ensure clear boundaries and professional standards, our policy advises against accepting tips or gifts from clients.

- Caregivers should never request tips or gifts.
- If a client insists on offering a small token of appreciation, it must be modest in value.
- **Cash gifts are not permitted under any circumstances.**
- Please notify the Registry if you receive any gift from a client.

5. Caregiver Training & Mandated Reporting

- **Mandated Reporter Status:** Under Connecticut law, homemakers and companions are Mandated Reporters. This means you are legally required to report any suspicion of elder

abuse, neglect, exploitation, or abandonment.

- **Elder Abuse Training:** All registered caregivers must complete the online Elder Abuse Training offered by the Connecticut Department of Social Services (DSS) and submit a copy of their certificate to the Registry. (Access training via the CT DSS Social Work Services Resources website).

Caregiver Acknowledgment:

I have read, understood, and agreed to the guidelines outlined above.

Caregiver Signature: _____ Date: _____

Printed Name: _____