

NANNY/FAMILY FAQ

The following are a few frequently asked questions regarding hiring household caregivers. Whether you are prospective caregiver, nanny or babysitter or a family thinking about using an agency to do all of the “leg work” for you; these are a few questions and possible answers that should be discussed.

Hiring Household Help

When you are considering to hire household help, better known as, an extension of the family, an individual is entrusting what she/he holds most precious...the child(ren) in the case of a nanny hire; or his/her parent(s) in the case of an eldercare hire. Other things that are factored into the equation are the home, the family and not to mention the privacy that is now somewhat shared when another individual is hired to extend care. This decision should not be taken lightly nor should it be entered into hastily.

Household employers should only hire those who are legally authorized to work in the United States. These people include US citizens, legal residents or immigrants and authorized aliens.

Household employers need to recognize the difference between an employee and an independent contractor. As the employer's tax requirements are contingent on whether the professional is working for the employer or working for himself or herself.

Household employers should always have a detailed job description. This should include, but not limited to, all aspects of household duties, tasks, responsibilities, work hours and requirements and be certain to be as detailed as possible in order that every one understands just what is requested of each party involved.

Why Use A Referral Agency?

After weighing your pros and cons, you've finally come to the conclusion that you need help. First you think, should I put an ad in the local paper? If so, how will I field the number of calls that are sure to come in? Second, how will I conduct extensive background checks and obtain medical clearances to make sure that the prospective caregiver is free from any communicable diseases such as Tuberculosis or Hepatitis B? And third, do I even have the time to do these things which are pertinent to obtaining a well qualified, professional childcare or senior care provider?

A Nanny Agency can take away this overwhelming feeling and do most of the work for you. They will pre-screen all nanny candidates for you including checking references and will do a complete background check before you hire the nanny. The services of nanny agency are retained for a small fee; the fee can range from \$100 to over \$250 depending on the agency. Once you have retained the agency, the search for candidates that meet your specific needs begin. There are placement fees involved, but these should be discussed prior to the agency searching, interviewing and scheduling the family's time with the potential nanny.

A good agency is always actively searching for nannies so they will have a database of qualified nannies to start the search with. When the agency finds suitable candidates from either their database or an ad they placed for your specific position they will “present” the candidates to you. The agency will fax or e-mail you a written bio on any candidate they think matches your needs or give you a description of their qualifications over the phone. You decide which candidate you would like to interview and the agency will make the arrangements. A good agency will allow you to select at least three (3) candidates before you make a final decision. Many interviews are conducted in the nanny agency’s office; however, there are some that will conduct the interview in the comforts of your own home.

Once a candidate you would like to hire is found, the agency should help you with any negotiations that may occur. This process should be outlined in the agency’s guidelines. No good agency will allow a family to try to negotiate any contracts unknowingly.

By using a nanny agency, many of the concerns a family had can be put to rest. The personal support that our agency gives is second to none. You are more than just a client and/or a patient with a need. Upon contacting Me and My Nanna, LLC, you officially become part of our extended family. We work closely with you and your family to assist in all of your childcare and senior care needs. Once an appropriate placement has been made, Me and My Nanna, LLC, will continue to monitor each placement throughout the duration of our contractual agreement.

Salaries/Benefits for Household Employees

Me and My Nanna, LLC, takes great pride in being a referral agency that has been in operation since 1995. We’ve always taken the precedence of allowing the caregiver and the family to negotiate any/all salaries. Typically an hourly wage range from \$7/hr to \$20/hr or \$350 - \$800/week depending on the years of experience, education, hours and duties the family requires. All salaries are paid directly to the caregiver. As always, the family and the prospective caregiver should negotiate the salary. Me and My Nanna, LLC, acts as a liaison during negotiation matters.

Benefits for prospective caregivers usually include two (2) week vacations, two (2) to five (5) personal days, six (6) paid federal holidays and possibly all or part of health insurance costs. These benefits should be discussed and outlined in the work agreement as set forth in the Family Package given to you by the agency.

Tax for Household Employers

Me and My Nanna, LLC, strongly suggest that when a family hires a caregiver all of the obligations should be understood. You must file all applicable tax forms, Social Security, Medicare, federal and state unemployment insurances and income taxes. These obligations apply to all full-time and part-time employees that you employ and expect to pay over \$1,500.00 in the course of a calendar year.

Please note that there are some families who wish to pay their employees in cash or “off the books”. Although this gives the employee more income and saves parents from the extra paperwork, it is **illegal** and can make you liable for unpaid taxes, interest and penalties. This also cheats the employee from contributing to their social security account, inhibits the employee from establishing credit or a legitimate employment history and makes them vulnerable to employment gaps from termination.

How to Get the Process Started

Getting started with your process of selecting your caregiver, who will ultimately become an extended member of your family, is quite easy. Your first step is to contact us here at Me and My Nanna, LLC. This can be done via the internet or calling our offices at 770-518-0622 or 770-573-3701 (Georgia offices) or 864-527-0432 (South Carolina office). A caregiver request form is completed, a nanny coordinator is then assigned to you and the utmost in quality care is given. Please note that a registration/screening fee of \$175 (***non-refundable**) is required before your search begins. Our objectives are to provide you with Honesty, Openness and Sincerity throughout the process. It is highly recommended that you complete the information under Family Application online which will allow us to obtain the perfect extension for your family.

The next step is to interview three (3) prospective caregivers who best suit your family. Often we ask that you rank-order the caregivers, (e.g. you may like Caregiver A, but Caregiver B may have more qualities and perhaps Caregiver C has more experience), by putting the caregivers in rank order, you are now able to make a more informed decision as to who will take care of your loved ones.

After a selection is made, the applicable application fees are paid to the agency, the caregiver is now ready to begin work with family.