

Anchor Excellence Order Form

Anchor Excellence

LEADERS ENABLING LEADERS

Item #	Anchor Programs	Price	Order (✓)
1	AnchorAssure Home Review Home < 100 beds = 2 x Consultants onsite for 2 days Home > 100 beds = 2 x Consultants onsite for 3 days Note: Homes > 160 beds = 3 x Consultants onsite for 3 days (price on enquiry)	< 100 beds = \$12,000 + GST > 100 beds = \$15,000 + GST	
Item #	AnchorAcademy Education / Training Support	Price	Order (✓)
2	Education Slide decks / Resources (Assumed slide deck of 25 or less slides. Client produces baseline information)	\$1,000 + GST	
3	Public Education Sessions (Price Per session, Per person) Education Sessions Available: <ul style="list-style-type: none"> • Clinical Management: High Impact Risk • Recognising and Responding to Consumer Deterioration • Essentials of Consumer Engagement • NDIS for Aged Care providers • Restrictive Practice for Aged Care Providers 	\$150 + GST	
4	Assessment Visit Readiness: Accredited and Unannounced Online Education (Price Per Person)	\$249 + GST	
5	Clinical Management and Governance Essentials Masterclass - 5 Modules delivered online (Price Per Person)	\$495 + GST	
6	New Graduate, New to Industry Program (Price Per Person)	\$3,950 + GST	
Anchor Packages		Price	Order (✓)
7	Anchor Handover Complete Package - includes: <ol style="list-style-type: none"> 1. Templated Policy 2. Templated Process 3. Guidance Material 4. Handover Build Process 5. Handover Template 6. Handover Example 7. Training Slide Deck 8. Drafted PCI 9. Glossary 10. Approved Abbreviation List 	\$995 + GST (Build process completed by client) Client VIP Discount rate of 10% For AE to complete the Build process	

Current as of: July 2021

AE

	<p>11. GP Referral Form</p> <p><i>Please note: If AE will complete the Build process this is dependent on remote access to clinical systems</i></p>	for the Handover template - price on Enquiry	
8	<p>Serious Incident Response Scheme (SIRS) Package - includes:</p> <ol style="list-style-type: none"> 1. Templated SIRS Policy and Appendix SIRS table 2. Templated SIRS Process 3. Templated SIRS Notification Form 4. Templated Witness Statement Form 5. Templated Investigation File Note 6. SIRS Register (Excel) 7. Root Cause Analysis (RCA) Form 8. Fishbone Tool to accompany RCA 9. SIRS Process Guide (Visual Tool) 10. SIRS Summary material for staff 11. SIRS Summary material for residents and their families 12. Training Slide deck for staff 13. SIRS legislation and Guidance Material 	<p>\$2,200 + GST</p> <p>Client VIP Discount rate of 10%</p>	
9	<p>Restrictive Practice Package - including:</p> <ol style="list-style-type: none"> 1. Welcome letter with guidance 2. Templated Policy 3. Templated Process <ol style="list-style-type: none"> a. Chemical Restraint b. Environmental Restraint c. Physical Restraint d. Mechanical Restraint e. Seclusion f. Emergency use 4. Restrictive Practices Classification table 5. Drafted implementation Plan for Continuous Improvement (PCI) using the Commission format 6. Restrictive Practices Register (Excel) 7. Consent forms <ol style="list-style-type: none"> a. Chemical Restraint b. Environmental Restraint c. Mechanical Restraint d. Physical Restraint e. Seclusion f. Emergency Use 8. Restrictive Practice Checklist 9. Resource Library <ol style="list-style-type: none"> a. Legislation b. Commission Regulatory Bulletin c. Evidence Base 10. Training Slide deck x 2 (General information and staff training) 11. Toolbox Resource - Staff 12. Information Summary / Cover letter x 3 - Consumers and 	<p>1-2 Homes: \$2,495.00 + GST*</p> <p>3-10 Homes: \$4,995.00 + GST*</p> <p>10+ Homes: \$8,995.00 + GST*</p> <p><i>*Style guiding fee (your organisation's titles, logo and colour scheme) (optional): \$1,200 + GST</i></p>	

	<p>representatives, Medical Practitioners and Staff</p> <p>13. Guide to Restrictive Practices Poster</p> <p>All documents are editable to add your own company logo and style guide.</p>		
10	<p>Case Conference Package - includes:</p> <ol style="list-style-type: none"> 1. Templated Case Conference Policy 2. Templated Case Conference Process 3. Letter to Representatives re Case Conference booking, also includes <ul style="list-style-type: none"> o Form with questions against each of the Quality Standards for Representatives to complete prior to the Case Conference as preparation 4. Template Case Conference and Feedback Form 	<p>\$895 + GST</p> <p>Clients get 10% discount</p>	
	Tools	Price	Order (✓)
11	Templated Function and Accountability Matrix (Excel)	\$195 + GST	
12	Templated Aged Care Quality Standards Deep File Review Compliance Checker and Consumer of the Day form	\$495 + GST	
13	Templated Risk and Governance Framework (Outlined Framework)	\$195 + GST	
14	Psychotropic Register (Excel)	\$99 + GST	
	Policies and Processes	Price	Order (✓)
15	<p>Clinical Governance Manual</p> <ul style="list-style-type: none"> ● Introduction to Clinical Governance <ul style="list-style-type: none"> o Core elements of Clinical Governance ● Clinical Governance and the Aged Care Quality Standards and the Serious Incident Response Scheme (SIRS) ● Responsibility for Clinical Governance ● Clinical Governance Committee Terms of Reference ● Sample Standing Agenda for Clinical Governance Committee ● Glossary and Evidence Base ● 30 min coaching session with Anchor Leader(s) on using the manual, how to implement and how to tailor the content 	\$1,500 + GST	
16	<p>Templated Small Provider Board Manual</p> <ul style="list-style-type: none"> ● Board Advisory Committee Governance Policy ● Board Code of Conduct ● Board Delegation of Authority ● Board Grievance and Dispute Resolution Policy ● Board Member induction Policy ● Conflict of interest Policy ● Privacy and Confidentiality Policy ● Privacy statement and Consent 	\$1,500 + GST	

	<ul style="list-style-type: none"> • Chart of Delegations • 30 min coaching session with Anchor Leader(s) on using the manual, how to implement and how to tailor the content 		
17	<p>Templated Education Manual</p> <ul style="list-style-type: none"> • Clinical Education Evaluation • Clinical learning and Development Strategy • Education Evaluation • Education Needs Analysis - Admin • Education Needs Analysis - AIN • Education Needs Analysis - Consumer • Education Needs Analysis - Leadership Team • Education Needs Analysis - RN • Learning and Development Compliance Framework • Learning and Development Strategy • Learning and Development Policy • Underpinning of the 2020-2022 Learning and Development Strategy • 30 min coaching session with Anchor Leader on using the manual and how to tailor the content 	\$1,500 + GST	
18	<p>Dignity of Risk</p> <ul style="list-style-type: none"> • Policy • Process • Two (2) Forms 	\$295 + GST	
19	<p>Templated End of Life Manual</p> <ul style="list-style-type: none"> • Policy • Process • Religion Guidance Materials 	\$1,500 + GST	
20	<p>Templated Medication Management Manual</p> <ul style="list-style-type: none"> • Policy • Process • Responsibilities of staff • Medication advisory committee • Medication management and antimicrobial stewardship • Management of medication incident • 30 min coaching session with Anchor Leader on using the manual and how to tailor the content 	\$1,500 + GST	
21	High Impact / High Prevalence Risk	\$395 + GST	
22	<p>Risk Management</p> <ul style="list-style-type: none"> • Policy • Templated Risk Register 	\$395 + GST	
23	Deteriorating Resident*	\$195 + GST	

24	Cultural Safety*	\$195 + GST	
25	Diversity*	\$195 + GST	
26	Spirituality*	\$195 + GST	
27	Falls prevention and management*	\$195 + GST	
28	Skin integrity*	\$195 + GST	
29	Consumer Service Partnership*	\$195 + GST	
30	External referrals and Off-site treatment*	\$195 + GST	
Recruitment Support and Position Descriptions		Price	Order (✓)
31	Templated Position Descriptions <ul style="list-style-type: none"> ● Chief Financial Officer ● Small Provider Chief Executive Officer ● General Manager ● Care Manager ● Registered Nurse ● Assistant in Nursing / Care Service Employee ● Head of Marketing / Customer Experience Tailoring for your organisation is an additional cost	\$250 - \$500 + GST <i>Price on Enquiry for the role</i>	
32	Hogan Assessments - Profiling and analysis report for recruitment	\$1,200 + GST	

Anchor Academy sessions are subject to discount where applicable. Please contact us to find out if you are eligible.

If you would like any of the above tailored to your organisation, there is a fixed fee of:

- \$95 + GST (for policies)
- \$150 + GST (Per Manual)

**Package tailoring price upon request*

Purchase 10 policies for only \$1,500 + GST (**only applies to items marked with ***)

Prices are subject to change. To place an order, please select each item that you would like to order, and send the order form to info@anchorexcellence.com, or your Anchor Leader(s) with the completed order form attached.