



## **A Choice Nanny's Process**

***We are the oldest nanny referral agency in Central Maryland.***

***We have been in business for over 26 years.***

We recommend beginning your search for an A Choice Nanny about eight weeks in advance. It usually takes anywhere from two to six weeks to find a full time nanny and anywhere from two to eight weeks to find a part time nanny. We place just as many part time nannies as we do full time nannies; although, it is harder to find a part time nanny than it is to find a full time nanny. There may be candidates available but they may not be available for the days and hours that you are looking for.

In order to start the process, you would become a member of A Choice Nanny. We have a one-time, non-refundable Membership Fee of \$250.00. This gives you access to search for a nanny whenever you have a need. It also gives you access to our other services such as, Temporary Care and Evening Babysitting Care.

We conduct an in-person interview with all of our nannies. We check both personal and childcare references on the candidates. We don't refer everyone that we meet. We only refer 1 out of every 5 candidates that comes in to our office.

Once the candidate's references are checked, and they check out, we would give you a one-page profile sheet on each nanny. You would call ALL of them directly and interview them over the telephone. If everything went well in the telephone interview, if you were interested in them and they were interested in you, then you would set up a time to meet and interview the nanny in your own home. You actually pick the person you want to hire.

We have found that pay and benefits for nannies vary widely according to geographic region & the nanny's qualifications and experience. You would negotiate their salary directly with the nanny. Nannies are paid either on an hourly basis or on a set weekly salary. We see nannies asking \$12.00 to \$18.00 per hour. If it is a set weekly salary, we notice most of the nannies asking a starting salary of about \$480.00 plus per week based on a 40-hour work week. Nannies' salaries depend on the hours they work, the duties they have, the number of children, and the experience of the nanny.

Once you have decided to offer a nanny a position with your family, you will call and let us know. We will then submit their information to a pre-employment screening company, who does a background check on them. This includes a National Criminal Records Search, Statewide Criminal Search in areas of residence and County Level Criminal Search. It also includes the Driving/Motor Vehicle Record Verified and Interpreted and the Social Security Number Traced/Verified. They also check the National Sex Offender Registry. They also verify Education and Previous Employment, when applicable.

It usually takes anywhere from seven to fourteen working days for the background check to be completed. You will receive a copy of that report when it is completed. Everything is contingent on that background report coming back clear. When the background comes back clear, we then charge a Referral Fee, which pays for the work that we have done to find that nanny for you and to have the background checked completed.

The Referral Fee does include a Four-month Guarantee. In order for the Four-month Guarantee to be valid you must send us a copy of the Nanny Parent Agreement, which we will provide to you during the hiring process. What the Four-month Guarantee says to you is: In the first four months that the nanny works for you, if you and the nanny part ways for any reason, you would get a pro-rated credit back to your account on the unused portion of the guarantee period.

We would then start a new search for a new nanny. There is a new fee for the new nanny, but whatever credit you had from the first nanny would be applied to the fee for the second nanny. That scenario doesn't happen that often, but we do provide a guarantee, in case of situations that are beyond the control of the parents or the nanny. Eighty-five percent of our nannies do stay a year or longer.

We always invite parents to come in and make an information visit to our office. Come in and check us out as an agency, before you decide to join the service. We will show you what we do and how we screen nannies. There is no obligation.

***We service Anne Arundel, Baltimore, Carroll, Frederick, Howard, parts of Prince Georges and Montgomery Counties. And Baltimore City.***

**A Choice Nanny**

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