



# Steps to Start a CarePartners Program OUT OF STATE/SERVICE AREA

CarePartners is looking to expand programming outside of our service area. CarePartners programs are at no cost to the family caregiver or their loved one with memory loss.

CarePartners requires a memorandum of understanding with all partners who start a CarePartners program. There are required costs associated with starting a CarePartners program, these fees are invoiced yearly to our partners.

If you are interested in learning more about how to start a CarePartners program or ministry within your congregation, worship center, nonprofit or corporation, please contact Tom Breaux [tbreaux@carepartnerstexas.org](mailto:tbreaux@carepartnerstexas.org) or 713-682-5995.

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## Steps:

- 1. Leadership:** Identify a contact within your congregation/organization/company that will work with CarePartners to begin the process of starting a CarePartners program.
- 2. Volunteers:** Determine if your congregation/organization/company has adequate volunteers to help provide support.

### Average Volunteers Needed per CarePartners Program:

<b>Gathering Place—</b>	15-30 volunteers
<b>Second Family—</b>	6-10 volunteers (work in pairs)
<b>Common Ground—</b>	2 volunteers
<b>Caregiver Conference—</b>	10-15 volunteers

*\*All volunteers must go through a screening process in order to volunteer for CarePartners.*



## Steps to Start a CarePartners Program

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Steps cont.:

3. **Space:** Identify space within your congregation/organization/company that is adequate to host the following program(s):

**Gathering Place**— 1 large room to hold up to 30, tables for lunch, chairs for exercise, entertainment area

**Second Family**— small room for volunteer meeting

**Common Ground**— 1 medium/small room to hold up to 20

**Caregiver Conference**— 1 large room to hold up to 150-200, 6-8 small rooms to hold up to 20-25

4. **Financial Support:** The host site is responsible for the cost of the entertainment, food and crafts. Estimate your budget per year. Some programs cost nothing to a host site, if all program pieces are donated such as food, crafts and entertainment monthly or you can plan to spend between \$1,500-\$4,000 per year.

5. **Caregivers/Care Partners:** Begin to identify caregivers in your area and those living with memory loss or other challenges of aging that would benefit from a CarePartners program.



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Steps cont.:

6. **CarePartners:** A CarePartners Coordinator is assigned to each partner site and program. CP (CarePartners) Coordinators provide volunteer support, education, training and on-going resources that enables all volunteers to provide the best quality care for our caregivers and care partners (individual living with memory loss or other challenge of aging) participating in a CP program.

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### Our Commitment

- Provide orientation and training materials to volunteers
- Provide on-going support, training, resources materials to volunteers
  - Provide best program practices for all CarePartners programs
  - Provide support, education, resources to caregivers/care partners
- Confidentiality to our volunteers and clients (caregivers/care partners)
  - Available resource to congregation, worship center, nonprofit, corporation
    - Available resource to consult or assess a client
      - Provide no cost programs to clients
- Evaluate programs yearly to ensure high quality programming