



## Elite Sitters & Care Co. – Nanny Placement Guide

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## Welcome

At **Elite Sitters & Care Co.**, we deliver personalized, high-touch nanny placement services designed to ensure compatibility, professionalism, and lasting harmony within your home. Whether you're looking for dependable after-school care, full-time support for a busy household, or seasonal coverage for a specific chapter in life, our concierge-level approach tailors every detail to your family's unique rhythm and lifestyle.

Serving families throughout Washington, D.C., Maryland, and Northern Virginia, we handle each placement with discretion and care. From the very first conversation to the signed agreement, every step is thoughtfully managed to connect you with a nanny who is not only highly qualified but also aligned with your family's values, routines, and expectations.

## Types of Nanny Placements

At Elite Sitters & Care Co., we know every family is unique—and so are their childcare needs. That's why we offer a curated selection of nanny placement options, each thoughtfully tailored to match your household's rhythm, preferences, and lifestyle. From consistent, year-round care to combined childcare and household support, every placement is handled with intention, professionalism, and a commitment to excellence.

### Full-Time Placement

For families needing **30–50+ hours** of consistent care each week, our full-time nannies bring structure, reliability, and warmth to support your home's daily flow and evolving needs.

### Part-Time Placement

Ideal for care under **30 hours/week**, such as after-school routines, mornings, or select weekdays. These placements offer flexibility without compromising on quality.

### Nanny / House Manager

Perfect for families seeking both childcare and household support, this dual-role professional can manage schedules, errands, and day-to-day operations—keeping your home running smoothly while ensuring exceptional care for your children.

## What's Included in Every Nanny Placement

Every Elite Sitters & Care Co. placement is designed to feel seamless, supportive, and deeply personalized. No matter which placement type a family selects—full-time,

part-time, or nanny/house manager—each search includes a comprehensive suite of services to ensure a confident, informed, and successful hiring experience.

### **Personalized Support From Start to Finish**

- A virtual consultation with the agency owner to review expectations, household dynamics, and the full placement process
- A detailed family intake to understand your values, routines, schedule, and caregiving philosophy
- Transparent communication and updates throughout the search

### **Curated, High-Quality Candidates**

- 2–5 hand-selected candidates in the initial round
- Up to 8 total candidates at no additional cost
- All candidates are:
  - CPR/First Aid certified
  - Reference-verified
  - Background-checked (national + local)
  - Screened for alignment with your family’s values, needs, and expectations

### **A Concierge-Level Matching Process**

- A customized job posting crafted to attract the right professionals
- Thorough vetting and pre-screening of all candidates
- Interview coordination and support
- Optional trial period (billed hourly) to experience care before committing

### **Onboarding Tools & Legal Employment Guidance**

- A customizable *Job Offer Letter* and *Nanny Contract* template
- A comprehensive onboarding checklist
- Payroll guidance and trusted payroll service recommendations
- Support in understanding employer responsibilities, taxes, and labor laws

### **Ongoing Support & Peace of Mind**

- Clear next steps from consultation to hire
- Access to premium add-on services (e.g., coaching, contract drafting, onsite transition support)
- Mediation or check-ins available as needed
- A respectful, transparent process designed to ensure long-term success

## **Nanny Placement Fees**

At Elite Sitters & Care Co., we know that every household has its own rhythm, values, and vision for care — and that selecting the right nanny is one of the most personal decisions

you will make. We take the time to truly understand your family's needs, offering a bespoke placement experience that blends professionalism, intuition, and trust.

Our placement fees reflect the exceptional level of care, attention, and expertise invested into each search. While our approach remains highly personalized across all packages, the scope, duration, and complexity of your placement guide the investment. Whether you require a full-time caregiver, part-time support, or a nanny/house manager who can provide both childcare and household management, we curate every search to ensure the perfect fit for your home and lifestyle.

Each placement includes **2–5 hand-selected candidates**, chosen with precision to align with your household's routines, caregiving philosophy, and expectations. If the initial selection does not meet your needs, **we will provide up to 8 candidates in total** at no additional cost. Should more than 8 be required, an additional search is available for a **\$200 fee**, which includes up to **4 more carefully vetted options** along with 2-3 more weeks if necessary.

Every nanny we refer is CPR/First Aid certified, reference-verified, and passes comprehensive national and local background checks. From scheduling interviews to facilitating introductions, we guide you through each step, providing a tailored contract and onboarding checklist to make the hiring process seamless, efficient, and stress-free.

Placement Type	Description	Minimum Placement Commitment	Fee
<b>Full-Time Placement</b>	Full-time care (30–50+ hours/week) for families seeking consistent, long-term support with a dedicated, professional nanny.	12 Months	<b>\$750</b>
<b>Part-Time Placement</b>	Part-time care under 30 hours/week. Perfect for after-school coverage, mornings, or select weekdays with flexibility.	6 Months	<b>\$650</b>
<b>Nanny / House Manager</b>	Full childcare plus household help—managing schedules, errands, and keeping things running smoothly.	12 Months	<b>\$975</b>
<b>Additional Search</b>	Applies if more than 8 candidates are requested after		<b>\$200</b>

	the initial search. Up to 4 additional candidates will be provided.		
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All placement fees are non-refundable and due in full before the referral process begins. Each search is meticulously tailored to your family’s needs, ensuring a seamless match and a high-quality fit for your household.

Placement Add-On Services

To enhance your placement journey, we offer a curated selection of advanced add-on services—each designed to deliver exceptional support, peace of mind, and a truly personalized transition into nanny care. These premium options are ideal for families seeking the highest standard of service, flexibility, and ongoing guidance.

Package	Details	Fee
<b>Trial Period Support Package</b>	Enjoy daily check-ins and expert support from the nanny agency, a two-week trial, helping with nanny integration, scheduling, and communication at \$32/hour. This also gives families and nannies a chance to ensure the arrangement is a comfortable fit for everyone.	<b>\$100</b>
<b>90-Day Family–Nanny Success Coaching</b>	Three 30-minute virtual sessions with a family coach to nurture positive communication, resolve issues early, and help set clear expectations—ensuring both parties thrive together.	<b>\$225</b>
<b>Custom Contract &amp; Handbook Creation</b>	Personalized drafting of a legally sound nanny contract and a tailored family handbook—including schedules, policies, and house rules—to ensure clarity and alignment from day one.	<b>\$275</b>
<b>Onsite Transition Support</b>	A placement specialist will visit your home on the first day to facilitate introductions, review routines, and provide hands-on support for a	<b>\$180</b>

	smooth start. (Available in select locations; virtual option also offered.)	
<b>Post-Hire Check-In + Mediation</b>	Virtual 30-minute support session scheduled 2–4 weeks post-hire.	<b>\$100</b>

## Our Placement Process

At Elite Sitters & Care Co., we believe finding the right nanny should be simple, supportive, and rooted in your family’s unique needs. Our placement journey is crafted for busy households who value expertise, discretion, and peace of mind.

**Step 1: Virtual Meeting with Agency Owner.** A brief virtual meeting with Jacael, the agency owner. During this call will be provided with an overview of what it means to hire and manage a nanny including family expectations household dynamics and how the nanny family relationship works best you'll also learn about the placement process timelines and next steps before the search officially begins.

**Step 2: Family Intake.** Begin with our detailed intake form, where we learn your family’s values, lifestyle, scheduling needs, and care philosophy—laying the foundation for a truly personalized match. Along with completing the intake form you'll also add your payment method in Aaniie Kids to pay for your placement package which officially begins your nanny search process.

**Step 3: Curated Candidates.** Within the agreed time frame (*varies by placement type*), receive 2–5 **hand-selected candidates** who align with your expectations and caregiving approach. We can provide up to **8 candidates** before an additional search fee applies, ensuring quality over quantity.

**Step 4: Onboarding Essentials.** Access our trusted payroll service recommendations, onboarding checklist, and customizable contract templates—giving you the tools to confidently and compliantly bring your nanny on board.

**Step 5 (OPTIONAL): Trial Period With Prospective Nanny.** Optional trial shifts—starting at **\$32/hour** with a **four-hour minimum**—let you experience your nanny’s care in action before committing to a long-term agreement.

**Step 6: Official Hire.** Finalize your contract, set up payroll, and welcome your chosen nanny into your home. Add-on services, such as extended onboarding support or schedule adjustments, can be included at any stage.

Every step is guided with precision, transparency, and a concierge-level standard of care—ensuring your family feels confident, supported, and perfectly matched.

### Nanny Trial Period (Optional)

We understand that finding the perfect match is essential to a successful and lasting placement. That's why we offer an optional **two-week** trial period, allowing families to experience the dynamic with their selected nanny before committing long term. Our **Trial Period Support Package** is a **one-time \$100 fee**, which includes structured daily scheduling, communication guidance, and ongoing check-ins facilitated by Elite Sitters & Care Co. to ensure both the family and caregiver feel supported and aligned.

During this trial, our agency manages all scheduling, oversight, and caregiver support. Families do not pay the nanny directly; instead, Elite Sitters & Care Co. bills the family at **\$32/hour** for the agreed-upon schedule and handles payment to the caregiver. This allows families to observe the nanny's care style in real time, clarify household expectations, and ensure the arrangement complements their unique rhythm and values.

At the conclusion of the **two-week** trial, families have **3 days** to confirm if they wish to move forward. Once confirmed, the nanny becomes an employee of the family, and Elite Sitters & Care Co. steps back from daily involvement—while still providing a complimentary contract template, onboarding checklist, and payroll guidance to support a seamless transition.

If the trial match is not the right fit, families may choose from the remaining candidates previously presented (up to a total of **8** in the initial search). If no suitable match is found, an **additional search of up to 4** new candidates is available for a **\$200** fee. This ensures families have every opportunity to find the perfect fit while maintaining our high standards of quality and alignment. In such cases, the agency kindly asks for **3–4 weeks** to complete a new search and ensure the best possible fit for your household.

### Our Nanny Placement Timeline

At Elite Sitters & Care Co., every nanny search is managed with the precision, care, and discretion you'd expect from a luxury placement service. Once your intake form is complete and your placement fee is secured, we begin a curated matchmaking process, meticulously aligning each candidate with your family's schedule, values, and lifestyle.

Most families receive **2–5 thoroughly vetted candidate** referrals within the estimated timelines below, allowing us to maintain our promise of exceptional quality, seamless compatibility, and complete peace of mind. Throughout the process, our team provides transparent updates, personalized guidance, and unwavering support from start to finish.

Placement Type	Estimated Referral Timeline
Part-Time Nanny Placement	15–18 business days
Full-Time Placement	15–20 business days
Nanny / House Manager Placement	15–30 business days

## When to Reach Out

At Elite Sitters & Care Co., we encourage families to begin the placement process **8 to 10 weeks** before their ideal start date. This intentional lead time allows us to conduct a thoughtful intake, carefully screen and select qualified candidates, and facilitate a seamless introduction and onboarding experience. For specialized care—such as newborn support, travel-ready nannies, or placements involving unique scheduling needs—advanced planning is especially helpful in ensuring the best possible match.

While we can occasionally accommodate shorter timelines, availability cannot be guaranteed. However, we are always happy to explore expedited options when possible. Whether you're preparing for a major transition or simply ready to bring trusted support into your home, our process begins with a warm, attentive partnership designed to honor your family's rhythm and values.

## Refund & Cancellation Policy

At Elite Sitters & Care Co., we take great pride in offering a personalized, hands-on placement experience that reflects the highest standards of care, discretion, and professionalism. Because of the time, expertise, and resources invested into each search, **all placement fees are non-refundable once we receive your payment and completed intake form.** At that moment, your placement process has officially begun, and our team immediately starts sourcing, vetting, and preparing candidates for your review.

Each placement includes up to eight (8) thoroughly vetted candidates, hand-selected to match your family's needs and values. Should you request more than eight candidates, an additional search fee will apply. Once even one qualified candidate has been referred, the placement fee is considered fully earned.

In the rare event that we are unable to present any candidates within the agreed-upon placement timeline, you may be eligible for a partial refund. This refund is partial—not full—because significant time, labor, and expertise are invested at the start of every



search. From crafting your customized job posting to recruiting, screening, and beginning outreach to qualified professionals, these early stages require considerable resources regardless of whether a candidate is ultimately presented.

Our commitment is to provide intentional, high-quality matches. Should your needs or preferences shift after the process has started, we are happy to discuss additional services, adjusted timelines, or alternative options to continue supporting your family in finding the right fit.

## Family Responsibilities & Legal Employment

Welcoming a nanny into your home is both a personal investment and a professional relationship. As the legal employer, the family assumes certain responsibilities to ensure a safe, respectful, and compliant working environment. At Elite Sitters & Care Co., we guide you through this process with clarity and care—because a well-supported nanny leads to a well-supported family.

Legally hiring a nanny means you are responsible for managing payroll, withholding and paying appropriate taxes, and adhering to both federal and state labor laws. This includes paying at least minimum wage, overtime when applicable, and providing a formal offer of employment outlining job expectations, pay rate, schedule, benefits, and household policies.

Families are also expected to maintain a safe, discrimination-free environment and communicate clearly about daily routines, discipline styles, and emergency protocols. Nannies may only release children to individuals pre-approved by the family and must be kept informed about any allergies, health conditions, or specific caregiving instructions.

To support your success, Elite Sitters & Care Co. provides each family with a customizable nanny contract template and onboarding checklist, as well as guidance on setting up payroll systems that are both ethical and compliant.

Hiring a nanny is more than a transaction—it's a commitment to trust, transparency, and professional respect. We're here to ensure you begin this journey with confidence.

## Nanny Placement FAQs

### **Q: How long does the placement process take?**

**A:** On average, our placement process takes **10–28 business days** from consultation to candidate referral, depending on the placement type and complexity of the role. Specialized placements may take slightly longer to ensure the best match.

**Q: How many candidates will we receive?**

A: We refer **2–5** thoroughly vetted candidates initially, hand-selected to match your family's preferences, schedule, values, and caregiving needs. If none of these are the right fit, we will provide **up to 8** total candidates at no extra cost. If more than 8 are requested, an additional **\$200** search fee applies for up to 4 more candidates.

**Q: What qualifications do your nannies have?**

A: All nannies are **CPR/First Aid certified**, have verified references, and pass comprehensive national and local background checks. Many bring specialized experience with newborns, multiples, or children with unique needs.

**Q: What is included in the placement fee?**

A: Your placement fee covers candidate sourcing, vetting, interviews, a sample contract, onboarding tools, and personalized support throughout the process—including payroll guidance, communication tips, and hiring resources.

**Q: Is there a trial period available?**

A: Yes. We offer an optional **two-week trial period** for families who wish to experience care before committing. The Trial Period Support package is a **\$100** one-time fee, and families are billed **\$32/hour** for the schedule the prospective nanny works during this period.

**Q: What if the nanny isn't the right fit?**

A: If you decide not to move forward after the trial period, you may choose from the other previously shared candidates within your initial 8. If none are a fit, you may request up to **4 additional candidates** for a **\$250** add-on, available within 30 days of the trial's start. We kindly ask for **3–4 weeks** to identify a new match.

**Q: Do you offer refunds?**

A: Placement fees are non-refundable once the referral process begins due to the extensive time, care, and expertise invested in each search. If we are unable to present any candidates within the agreed-upon timeline, you may be eligible for a **partial refund**.

**Q: What is the typical nanny rate?**

A: Nanny rates vary by location, experience, and job duties, but in the DMV area, the average range is **\$25–\$40/hour**. We recommend starting at **\$30/hour** for a high-quality, experienced nanny and **\$35/hour** for a skilled nanny/house manager. **Quantity = Quality!**

**Q: What benefits are usually recommended?**

A: While not legally required in all cases, offering benefits helps attract and retain high-quality nannies. Commonly recommended benefits include:

- **Paid time off (PTO)** – vacation days, sick days, and personal days.
- **Paid holidays** – especially major federal holidays.

- **Guaranteed hours** – even if the family doesn’t need care on a scheduled day.
- **Health insurance stipend** – a monthly contribution toward health coverage.
- **Professional development** – funding for relevant classes, certifications, or training.
- **Mileage reimbursement** – if the nanny drives for work purposes.

**Q: Who is the nanny employed by?**

A: Once hired, the nanny becomes an **employee of the family**. Elite Sitters & Care Co. provides tools, contract templates, and payroll guidance to help you establish a legal, structured, and respectful working relationship.

**Q: What does having an employee mean for a family?**

A: Having an employee means you take on the role of an **employer**, which comes with both responsibilities and benefits. As an employer, you set clear work agreements, provide a structured schedule, and follow legal employment practices. You are responsible for paying wages through payroll, withholding the correct taxes, and maintaining compliance with state and federal labor laws. In return, you gain a professional, loyal caregiver who is committed to your family long-term—fostering consistency, trust, and a stronger working relationship.


**Have Questions? We’re Here to Help.**

At Elite Sitters & Care Co., we believe that exceptional service begins long before a nanny ever enters your home. Whether you’re still exploring placement options or ready to move forward, we’re here to guide you every step of the way with professionalism, warmth, and clarity.

To begin your placement journey, simply complete our short registration form or contact us directly to discuss your needs. Once we receive your details, we’ll schedule a consultation, confirm your package, and initiate the process of finding your ideal match.

If you have questions about timelines, pricing, candidate qualifications, or anything else related to your placement experience, we’re just a call or email away.

 **Email:** [ftsscontact@gmail.com](mailto:ftsscontact@gmail.com)

 **Call or Text:** (240) 681-9221

Let’s find the right fit—together.