

When and How to be a Shopping Assistant...

On the days when Jeanette is not in the Blessing Boutique, Client Advocates get to play the role of Shopping Assistants too. When that happens, here are some instructions from Jeanette on what to do:

1. Clients are allowed in the front 2 rooms ONLY.

The shopping area is in the front two rooms of the Boutique. They are not to follow you into any other areas of the house, including the room with diapers, the kitchen, and the basement.

2. Notes are on the White Board.

Check the white board in the front room to see if there is any new information that will affect the shopping. For example, sometimes we will have a lot of a particular item in stock, so the prices will be different that what is listed on the boutique sheet.

3. If a client need a car seat or pack and play, call Jeanette at home.

Please call Jeanette before you let a client buy a larger item like a pack and play or car seat. Her home phone number is: (812) 923-9112. If you give a client a larger item like a car seat, pack and play, high chairs, swings, etc, be sure she signs the Release of Equipment Liability Form. These are located in the file cabinet behind the desk in the Boutique.

4. On an initial visit, a client can receive...

Clients may receive up to 6 outfits for a baby and 3 for a toddler per child. If, for example, she has a newborn and a 3 year old, she may receive 6 newborn outfits and 3 toddler outfits. She may also receive 6 maternity outfits/garments. Each client may receive food (6), formula (1 large can if powder), and diapers & wipes for each child.

5. Complete the Blessing Boutiques form and enter into the computer database system.