Proposal Letter

by Ebony Lewis

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Welcome

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Clinton Twp. Michigan

7 October 2021

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Propsal Letter

Safety, what is it, and how can we continue effective care of our patients' safety in the community they call home? That is a question that puzzles many workers in health care. Today I am submitting a proposal that may benefit patients and staff alike. "An article in Stat News", nursing homes are starting to refuse residents narcotics, which is illegal. However, residents that are on drugs can sometimes cause issues. Although we are not restricting anyone, we are making a unit specifically for patients that require narcotic use that will accommodate the patients' needs to the best of our abilities. Having a unit just for patients that's on narcotics and staff just for that unit, will make staff and patients safer.

The problem is that in residential nursing homes, many patients on heavier medications are assigned to units with patients who require lower narcotic medication needs. Patients who tend to need more medications seem to place more strain on nursing staff. Often, to clash with patients who are not on heavy narcotics frequently clash with patients who are on heavy narcotics.

Patients also increase anxiety and tension and cause friction between the residents who are on heavy narcotic use. This proposal also creates problems for staff as well as fights have been known to break out between residents. With increased falls and just general mistrust between staff and residents, the residents who are not heavily medicated have to deal with the residents with confusion. Residents who are confused often wander into other residents' rooms and try to take what is not theirs, which causes further issues and conflicts between residents.

I propose to have a separate wing in a healthcare facility such as a nursing home or a long-term care, facility for patients on heavy medication such as narcotics. This proposal will help eliminate some anxiety for newer residents, with many patients disillusioned with heavy narcotic use and confused patients wandering into residents' rooms who may not be on heavy narcotics and possibly contributing to confrontations and falls. I feel as though having a separate unit in acute and long-term nursing homes will also benefit staff as staff that is trained more in that area of behavioral issues can be assigned more regularly to these types of units. This

prosposal will free up more staff to intermittent throughout the healthcare facility, especially with short staffing issues all over the country. Staffing needs to be more strategic now more than ever. Patient safety being a number one concern, I feel this would be an excellent solution to help keep patients safe. This proposal would look like a memory care unit where particular residents will reside. To make this happen, we would have to move the units around a little, with at least one wing dedicated to patients on lower to nonnarcotic use and at least one branch devoted to patients with higher acuity who need their medication regime.

The nurses will have to sort the patients out by risk factors based on falls and medication use and make a detailed plan to present to management. Next, we will have to organize a specific plan to move the higher-risk patients to get them settled without complications and then move the other residents based on their acuity levels. If we need money to help with this transition, I suggest we talk to management and plan. Maybe we could have a donation account where we ask staff and families of the residents to donate to help with this idea. I feel that this can help make the environment an even safer environment, and I feel as though this can be done safely and cost-effectively, making this a rather feasible option. A counterargument is that this can not work because now we are putting many high-risk patients in one area.

My counterargument is to have the patients grouped by severity and risk index and not group the highest narcotic users next to each other but spread them out within that unit. I would have an order like highest user followed by mid-level and minimum users. In conclusion, the # 1 thing that this will accomplish is safety in the unit. Safety for residents and staff aligns with the original tenets of nursing. No harm is an oath that Florence Nightingale, the mother of nursing, is known as saying. In the long run, the idea will be a better way of monitoring patients that are at serious fall risks and, in turn, will produce a safer environment. A safer environment will produce better results for staff and residents alike as fewer falls and incidents will result in fewer hospital visits. In addition, the team will be able to keep a better eye on the higher fall risk patients.

I hope you all will find this letter in good faith and review the proposals laid out to help residents have a safer stay at our facilities for the future.

Sincerely
Ebony Lewis

Works Cited

17, Allison Bond April, et al. “Nursing Homes Routinely Refuse People on Addiction Treatment.” *STAT*, 20 Apr. 2018, https://www.statnews.com/2018/04/17/nursing-homes-addiction-treatment/.

Proposal Letter

ORIGINALITY REPORT

1%	1%	0%	0%
SIMILARITY INDEX	INTERNET SOURCES	PUBLICATIONS	STUDENT PAPERS

PRIMARY SOURCES

1	www.ks.uiuc.edu Internet Source	1%

Exclude quotes	Off	Exclude matches	< 3 words
Exclude bibliography	On		

Proposal Letter

GRADEMARK REPORT

FINAL GRADE

38 /50

GENERAL COMMENTS

Instructor

Dear Ebony,

This proposal letter has the potential to become a very good proposal. Frame a thesis clearly including the main idea and the points of this proposal.

Develop support for the ideas in the proposal. Frame relevant and separate paragraphs for each separate point in this proposal.

Please go through my comments in thesis, organization, support, and punctuation.

DMK

QM

Welcome

Hello!

Good day! Glad to grade your paper today!

DMK

Comment 1 | Format

You are supposed to use the letter format in this assignment. According to the requirements of this assignment, use the opening salutation to follow the letter format.

Comment 2 | Format

Your research proposal should be presented in a letter format including the following information:
• Your mailing address (Note: For privacy reasons, you may opt to not disclose your mailing address when you submit your letter to our graders for review; however, should you choose to mail your letter to your chosen recipient, you will need to include your mailing address, as this is a customary business letter practice.) Note that a formal letter does not require your name in the header. Your name will go at the end, with your closing.
• The date you wrote the letter
• A name and mailing address for the individual to whom you are writing the letter
• A greeting or salutation
• A closing and your typed name (Note: A written signature is optional for your submission, but should you choose to send your letter, you would need to include

your written signature between the closing and your typed name.)

Comment 3 | Organization

This introduction is confusing and fails to introduce the topic of this proposal . The problem for which this proposal is being suggested is also not clear. Frame a strong introduction for this proposal. Introduce the problem along with relevant details about this problem. Explain the problem and establish the need for this proposal.

Comment 4 | Organization

Which aspect of safety do you address in this letter? What is the purpose of this letter? What is the condition of patients that are taking treatment for narcotics? Why are they rejected? What are the restrictions that you refer to? Why is there a need for this proposal? From these hints, frame a strong background for this essay.

Comment 5 | Thesis

This thesis is vague and fails to convey the outline of this proposal. Frame a thesis identifying the solution and the steps related to this proposal in order to make it feasible.

Comment 6 | Thesis

What is the proposal? What is the demand for a separate unit? For whom? How is it a solution for this problem? What will be the requirements of this proposal? What kind of infrastructure will you require? How will you collect the funds required for this proposal? From these hints, frame a thesis for this essay.

Comment 7 | Thesis

You might use this as a guideline in crafting your thesis:
Valley City should (add solution suggestion), which (add how it can be funded) and (add

justification),
although (add counterargument focus).
Here is a more specific example:
Valley City should (use its largest abandoned warehouse for a new recreational center to hold before
and after-school programs), which (can be conveniently funded by the tax stream that was being
used to construct Main Street until this point), and will (provide the final element—housing—in order
for local schools to also implement a before-school program(, and although (some community
members do not believe before- and after-school programs are necessary(, they should (review the
high number of students apprehended by law enforcement during the hours before and after-school

programs would operate).

Comment 8 | Format

Since this is a formal letter format, you will not underline your thesis statement.

Comment 9 | Format

You are not supposed to underline the thesis in this essay as this is a letter and therefore in a different format.

Comment 10 | Organization

The organization of the ideas requires more clarity. Consider framing relevant paragraphs each discussing a separate aspect of this topic. You can include this information in the introduction for a strong background.

Comment 11 | Organization

This is a good hint to the problem you are addressing in this letter. You can take this as a start for your introduction.

Comment 12 | Thesis

Is this the focus of this essay? You can use this hint in your thesis. It can be a hint to the main idea.

Comment 13 | Support

You are still describing the problem till this paragraph in this letter. You can combine these paragraphs and frame a strong introduction clarifying the background of this proposal.

Comment 14 | Thesis

This is the thesis of this essay. However, it is incomplete. Frame a complete thesis.

QM

Wordy | Language

Wordy:
If you use too many words to describe a relatively minor point, your paper may seem wordy. In order to be as concise as possible, trim your sentences down and use longer, more meaningful words. Try to use fewer two- and three-letter words, passive constructions, and weak verbs such as "seem" and "appear."

Comment 15 | Support

The proposal is clear through the explanation. You have also mentioned the benefits of this proposal. However, you can limit this paragraph to the thesis and the benefits of this proposal. Frame a separate paragraph to discuss the requirements of this proposal.

Comment 16 | Support

This part of the paragraph focuses on one of the requirements of this proposal. You can elaborate and develop support for this idea in a separate paragraph. Explain how the movement of the units will take place. Explain each step in detail.

Comment 17 | Support

You can develop some more support for this idea. How will the nurses sort out the patients? How will they be segregated? What will be the time taken for this transition? What complications do you foresee for this transition? From these hints, develop support for this proposal.

Comment 18 | Organization

Since this is a new aspect of the proposal, and therefore, a different point, discuss it in a separate paragraph.

Comment 19 | Support

Develop more support for this proposal. What will be the sources of these funds? How will they be procured? What will be concerns for this proposal? From these hints, develop support for the idea of funds required for this proposal.

Comment 20 | Support

You have discussed the possible opposition to this proposal. However, this idea requires clarity and support. Explain the opposing views that this proposal will receive. What are the risks involved in this proposal? How will you address them satisfactorily such that those in

opposition will be convinced of its feasibility? From these hints, develop support for this proposal.

Comment 21 | Organization

Conclusion: Your Argument
Take into consideration your chosen audience and his/her interests. Use persuasive techniques to align your proposal to the audience's ideals. You may use more than

one concluding paragraph if needed.

Comment 22 | Organization

This conclusion is too brief and fails to provide a closure for this essay. Frame a conclusion that includes a detailed summary of the points discussed in the essay. Explain the necessity for this proposal. Convince the readers of its feasibility. Provide a strong concluding sentence describing the essence of this proposal.

THESIS (20%) 3 / 5

Thesis & Focus: Thesis, central idea, audience, purpose, digressions

INADEQUATE (2)	Lacks an identifiable thesis. Limited or no awareness of audience and purpose. Readers cannot discern the essay's central idea.
BELOW AVERAGE (3)	Thesis was attempted but unclear and/or inconsistently addressed. Reveals limited awareness of audience and purpose. Central idea either lacking or inconsistently addressed.
AVERAGE (3.50)	Thesis is identifiable, but perhaps too narrow, too broad, or otherwise problematic. Awareness of audience may be adequate but inconsistent. Central idea is perhaps too general and supported by irrelevant examples.
ABOVE AVERAGE (4)	Thesis is established and is consistently addressed throughout most of the letter. Awareness of audience is sufficient. Central idea is clear and maintained in most of the letter.
SUPERIOR (5)	Thesis is clearly established and maintained throughout the entire letter. Letter demonstrates a sophisticated awareness of audience and purpose. Central idea/focus maintained throughout.

SUPPORT (20%) 3.50 / 5

Thesis support, thesis development; explanation of problem, proposal, argument, counterargument; use of examples, logic, and reason

INADEQUATE (2)	No support of thesis with relevant facts, examples, reasons, or evidence. No topic development. Little-to-no argument is present. Topic development is flawed or non-existent.
BELOW AVERAGE (3)	Support is minimal, logically flawed, and/or inaccurate. The problem, proposal, main argument, and counterargument may be partially absent or addressed very ineffectively. Topic development may have been attempted, but does not form conclusions and/or fails to exhibit clear reasoning.
AVERAGE (3.50)	More support is needed. Some examples may be vague. The problem, proposal, main argument, and counterargument are all present but perhaps addressed somewhat ineffectively. Some irrelevant support may be present, but most evidence supports thesis.
ABOVE AVERAGE (4)	Support is sufficient but perhaps flawed in some way. The problem, proposal, main argument, and counterargument are all addressed in a mostly effectively way. Thesis is supported and developed in most paragraphs.
SUPERIOR (5)	Letter completely supports the thesis with logical arrangement of evidence. The problem, proposal, main argument, and counterargument are all addressed very effectively. All assertions are supported and relate to thesis.

ORGANIZATION (15%) 2 / 5

Coherence & Organization: Introduction, conclusion, body paragraphs, transitions, topic sentences

INADEQUATE (2)	No clear introduction, body, or conclusion. Little-to-no transitions. Demonstrates little-to-no understanding of organization. Many sentences within paragraphs do not relate to each other and/or the paragraph's topic. May contain no discernible topic sentences.
BELOW AVERAGE (3)	Introduction, body, and conclusion attempted but problematic. Few transitions. Perhaps numerous digressions. Mostly missing or problematic topic sentences. Demonstrates little understanding of organization.
AVERAGE (3.50)	Identifiable introduction, body, and conclusion; yet one significant weakness is present: undeveloped introduction, undeveloped conclusion, illogical paragraph order. Adequate transitions, perhaps some digressions. Some paragraphs may lack clear topic sentences. Demonstrates basic understanding of organization.
ABOVE AVERAGE (4)	Clear introduction, body, and conclusion although improvements could be made. Most paragraphs have clear topic sentences. Letter establishes a clear plan of development. Transitions are clear throughout most of the letter. Demonstrates good understanding of organization.
SUPERIOR (5)	Clear and effective introduction, body, and conclusion: Introduction establishes the letter's main idea, and conclusion summarizes thesis and main ideas without merely copying and pasting from the introduction. Clear and effective transitions throughout. Excellent understanding of organization.

LANGUAGE (10%) 5 / 5

Language & Style: Word choice, repetition, redundancy, awkwardness, article misuse, wrong word form (their/there, etc.), typos/misspellings, vocabulary

INADEQUATE (2)	May contain more than 6 errors in word choice, wordiness, redundancy, or awkwardness. May contain more than 6 errors in inappropriate language for academic audience. Fails to demonstrate competent language use; sentences and vocabulary are inappropriate, facile, and/or incoherent.
BELOW AVERAGE (3)	May contain 6 errors in word choice, wordiness, redundancy, or awkwardness. May contain 6 errors in inappropriate language for academic audience. Contains repetitive, incorrect, and/or insufficient sentence structure and/or limited vocabulary.
AVERAGE (3.50)	May contain 4 – 5 errors in word choice, wordiness, redundancy, or awkwardness. May contain 2 – 3 errors in inappropriate language for academic audience. Demonstrates competency with language use but sentence constructions and vocabulary may be limited or repetitive.
ABOVE AVERAGE (4)	May contain 2 – 3 errors in word choice, wordiness, redundancy, or awkwardness. May contain 2 – 3 errors in inappropriate language for academic audience. Demonstrates sufficient knowledge and skill with varied sentence construction and vocabulary. Unnecessary repetition is minor.
SUPERIOR (5)	May contain 1 error in word choice, wordiness, redundancy, or awkwardness. May contain 1 error in inappropriate language for academic audience. Demonstrates

	sophisticated knowledge and skill with varied and complex sentence construction and vocabulary. Little-to-no unnecessary repetition.

GRAMMAR (10%) 5 / 5

Grammar: Fragments, subject-verb agreement, verb tense errors, verb form errors, run-ons, pronoun agreement

INADEQUATE (2)	Contains more than 5 different grammar errors. The identical 3 – 4 errors may be repeated throughout.
BELOW AVERAGE (3)	Contains 4 – 5 different grammar errors. The identical 2 – 3 errors may be repeated throughout.
AVERAGE (3.50)	Contains 2 – 3 different grammar errors. The identical 1 – 2 errors may be repeated throughout.
ABOVE AVERAGE (4)	Contains 1 grammar error, which may be repeated throughout.
SUPERIOR (5)	Contains either no grammar errors, or 1 – 2 different errors with no repetition.

PUNCTUATION (10%) 5 / 5

Punctuation & Capitalization: Comma errors, comma splices, apostrophe errors, capitalization errors, semicolon errors, colon errors

INADEQUATE (2)	Contains more than 5 different punctuation/capitalization errors. The identical 3 – 4 errors may be repeated throughout.
BELOW AVERAGE (3)	Contains 4 – 5 different punctuation/capitalization errors. The identical 2 – 3 errors may be repeated throughout.
AVERAGE (3.50)	Contains 2 – 3 different punctuation/capitalization errors. The identical 1 – 2 errors may be repeated throughout.
ABOVE AVERAGE (4)	Contains 1 punctuation/capitalization error, which may be repeated throughout.
SUPERIOR (5)	Contains either no punctuation/capitalization error, or 1 – 2 different errors with no repetition.

FORMAT (5%) 3.50 / 5

Letter format must be used; see second page of assignment instructions for model *Length for letter is 500 words minimum

INADEQUATE (2)	Doesn't meet formatting requirements: Formatting may be missing four or more elements (inappropriate spacing or margins, various elements of letter heading/format). Length may not meet minimum requirements.
BELOW AVERAGE (3)	Doesn't meet most formatting requirements: Formatting may be missing three elements (inappropriate spacing or margins, various elements of letter

	heading/format). Length may not meet minimum requirements.
AVERAGE (3.50)	Meets some formatting requirements: Formatting may be missing two elements (inappropriate spacing or margins, various elements of letter heading/format). Length may not meet minimum requirements.
ABOVE AVERAGE (4)	Meets most formatting requirements: Formatting may be missing one element (inappropriate spacing or margins, various elements of letter heading/format). Length meets minimum requirements of 500 words.
SUPERIOR (5)	Meets all requirements. Formatting is appropriate in terms of letter format, margins, and spacing Length meets minimum requirements of 500 words.

RESEARCH (10%) 5 / 5

Source minimums, incorporation of sources (including use of signal phrases), use of research to argue topic, MLA in-text quote formatting, Works Cited list This letter requires at least three sources: student's interview + two other credible sources.

INADEQUATE (2)	Research is insufficient or altogether missing. No use of signal phrases (parentheticals are not required for this letter). Works Cited page either omitted or formatted very poorly. It may be difficult or impossible to discern which sources are in the list.
BELOW AVERAGE (3)	Source minimum requirements may not be met. Research is superficial and/or sources are incorporated poorly. Ineffective use of signal phrases (parentheticals are not required for this letter). Works Cited page may contain significant formatting errors, and some sources may be omitted from the list.
AVERAGE (3.50)	Source minimum requirements are met. Research may be superficial, sources may be poorly incorporated. Somewhat ineffective use of signal phrases (parentheticals are not required for this letter). Works Cited page may contain significant formatting errors, but all sources are listed.
ABOVE AVERAGE (4)	Source minimum requirements are met. Fairly thorough research with mostly effective use of sources. Good use of signal phrases (parentheticals are not required for this letter). Works Cited page may contain minor formatting errors, but all sources are clearly listed.
SUPERIOR (5)	Source minimum requirements are met. Thoroughly researches the topic, uses sources effectively. Excellent use of signal phrases (parentheticals are not required for this letter). Works Cited page may contain minor formatting errors, but all sources are clearly listed.