



DOCUMENTATION CHECKLIST

(The documentation below must be completed prior to any assignment)

- Application Form
- Skills Checklist
- Signed and completed I-9 form
- W-4 & State Tax (if applicable)
- Copy of Current Nursing License (both sides)
- Copy of Current CPR / ACLS / PALS (both sides)
- Medical Release
- Copy of TB (PPD Skin test) within one year
- Hepatitis B Documentation
- Drug Screening Consent
- Criminal Background Consent
- Copy of Varicella vaccination or titre
- Copy of Rubeola, Rubella and Mumps vaccination or titre
- Employment History
- 2 Reference Forms or performance evaluations
- Copy of professional certifications
- Signed job description