



Required Documents/Forms For Pre-employment Screening

Applicant's Name: _____

- A. Employment Application/Resume
- B. CPR/First Aide *
- C. Driver's License *
- D. CNA Certification or Nursing License *
- E. Physical Exam (must be within 1 year) *
- F. Orientation Sheet Signed
- G. Job Description
- H. Background Check * \$25 or (Valid from reputable source within 90 days)
- I. Emergency Contact Form
- J. No Misconduct Form Signed and Dated
- K. Drug Screening (not mandatory during initial visit & can be done later)
- L. Proof of Valid Car Insurance *
- M. Motor Vehicle Record Review (applicant can print from DMV website) *
- N. TB Skin Test within (1) year. Chest x-ray if positive (may require Dr. clearance) *
- O. Social Security Card or (Proof of eligibility to work in USA)*

***Indicates applicant must bring to processing/orientation**

Agency Representative: _____ Date: _____

Comments:
