



Required Documentation Checklist

The following checklist is provided as a tool to ensure that you have provided FreedomHCS with all of the required documentation to become eligible to work with our Company. Thank you!

Application Related

- ☐ Job Application (completed in full). Please feel free to accompany your application with your resume detailing your most recent work history.
- ☐ At least two references from previous Hospital employers. Please make certain to include **current** references.
- ☐ Signed job description
- ☐ Appropriate clinical skills checklist(s).

Licenses and Credentials

- ☐ Clear copies of all current nursing licenses
- ☐ Clear copies of all resuscitation/professional credentials

Medical Related

- ☐ A current physical or physician's statement within the last twelve months
- ☐ Hepatitis B documentation (vaccination series, titer, booster or signed declination)
- ☐ A TB screen current within the last twelve months or chest film current within the last two years.
- ☐ Proof of immunity to Varicella (positive titer or Varivax inoculation)
- ☐ Proof of immunity to Rubeola, Rubella and Mumps (positive titer or 1 official, physician signed MMR).

Other

- ☐ Proof of eligibility to work within the United States (a passport OR social security card and proof of identity such as driver's license)
- ☐ A completed I-9 must be provided to FreedomHCS prior to working an assignment.

Please fax all documents to 866-463-0387.

Please call 866-463-0385 if you need assistance in completing this paper work.

Thank you again for choosing Freedom Healthcare Staffing!

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