



DOCUMENTATION CHECKLIST

The documentation below must be *faxed* to OneStaff Medical prior to interviewing with a Hospital.

Application Materials

- Job Application must be completely filled out. Please print or type neatly.
- Current resume
- Clinical skills checklist (ER, OR, ICU, etc.)
- Two references.
- I-9
- W-4

Immunizations

- Current physical or physician's statement within the past 12 months.
- Hepatitis B documentation (vaccination series titer and boosters).
- TB screen within the past 12 months.
- Proof of immunity to Rubeola, Rubella, and Mumps (positive titer or MMR).
- Proof of immunity to Varicella (positive titer or Varinax inoculation).
- Tetanus/Diphtheria within 10 years

Licenses and Certifications

- Current copy of nursing license or licenses.
- Current copy of CPR card.
- Current copies of certification (ACLS, BCLS, PALS, TNCC, etc.).
- Copy of Driver's License.
- Copy of Social Security Card

Please remember that in order to receive your first paycheck on time, OneStaff needs to have the above items with a signed I-9.

“Your One Solution in Staffing”