



SUBMITTED CANDIDATE CHECK LIST

Mission Search requires copies of the following documentation prior to being placed on a locum tenens assignment.

Name: _____

Position: _____

MSC Consultant: _____

City/airport traveling from: _____

Updated Resume	<input type="checkbox"/>
Skills Check List	<input type="checkbox"/>
Proof of Training on HIPAA and Bloodborne Pathogens (as relevant)	<input type="checkbox"/>
Copy of two typed references from past or present manager, supervisor, or director.	<input type="checkbox"/>
Signed background check authorization form (http://www.missionsearch.com/background.pdf)	<input type="checkbox"/>
Copy of unexpired state occupational licenses with expiration dates	<input type="checkbox"/>
Copy of unexpired certifications with expiration dates	<input type="checkbox"/>
CPR Certifications	<input type="checkbox"/>
TB (PPD, Mantoux) unexpired skin test (within one year) For PPD+, scan of chest x-ray is required, not photocopy.	<input type="checkbox"/>
Titer results or medical certification of immunity for the following:	
Varicella (Chicken Pox)	<input type="checkbox"/>
Hepatitis B	<input type="checkbox"/>
MMR (Mumps, Measles (Rubeola), Rubella) (Proof of 2 if born after 1957)	<input type="checkbox"/>
Signed Doctor's clearance	<input type="checkbox"/>

Please submit LEGIBLE copies or scans of the above referenced documents to mborland@missionsearchusa.com or fax to 813-870-9051

For Rental Car/Lodging Purposes answer yes or no (We do not need copies of these):

Do you have valid driver's license?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are you age 25+?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you have major credit card?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Please be aware that if you are selected for a job outside your city of residence and need to rent a car, you may be asked (by the car rental agency) to provide a credit or debit card. If you do not have a credit card and only have a debit card, they may withhold a minimum of \$500 from your checking account. Since rental terms and requirements vary from agency to agency, we recommend you read the specific terms and conditions on your rental confirmation page/e-mail. Or find your location to review your rental center's required credentials.

Here are the most-common extra demands placed on debit card renters. Some agencies impose more than one additional requirement.

- Hold of additional funds.
- Credit check.
- Full-coverage car insurance.
- Copy of return airline ticket or e-ticket itinerary.
- Debit connected to a major credit card brand, such as Visa or MasterCard.
- Age restriction.
- Show utility bill.
- Show proof of employment/income.
- Address on driver's license or passport must match pay stub or utility bill
- Can't leave the state.