



## 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: \_\_\_\_\_

<b>EDUCATION AND EXPERIENCE</b>	
Updated Resume	<input type="checkbox"/>
References	<input type="checkbox"/>
CPR Certificate	<input type="checkbox"/>
Proof of HIPAA training	<input type="checkbox"/>
Proof of Bloodborne Pathogens training (OSHA)	<input type="checkbox"/>
Copy of each ACTIVE certification held	<input type="checkbox"/>
Copy each ACTIVE occupational state license held	<input type="checkbox"/>
Skills Check List ( <a href="http://missionsearch.com/skills-locum.html">http://missionsearch.com/skills-locum.html</a> )	<input type="checkbox"/>
Signed background check authorization form ( <a href="http://www.missionsearch.com/background.pdf">http://www.missionsearch.com/background.pdf</a> )	<input type="checkbox"/>
<b>HEALTH HISTORY</b>	
Signed Doctor's statement (within one year)	<input type="checkbox"/>
TB (PPD, Mantoux) unexpired skin test (within one year) <b>For Positive PPD, results of x-rays and signed annual TB screening form are required</b>	<input type="checkbox"/>
Proof of annual Influenza vaccinations (including H1N1)	<input type="checkbox"/>
Titer results or medical certification of immunity for the following:	<input type="checkbox"/>
• Varicella (Chicken Pox)	<input type="checkbox"/>
• Hepatitis B Vaccination	<input type="checkbox"/>
• <b>Proof of 2 MMR</b> (Mumps, Measles (Rubeola), Rubella)	<input type="checkbox"/>

**Please submit LEGIBLE copies or scans of the above referenced documents to [mborland@missionsearchusa.com](mailto: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 stat