

Employment Forms and Document Checklist:

**W2 Employees**

 Copies of Professional Licenses & Certifications

 Resume

 Driver's License

 Employment Application

 Child Abuse Course Certification

 CEUs (Proof of CEU Credits)

 Record of Fingerprint Clearance

 NPI#

 Medicaid Training Forms

 Ethics Attestation

 Annual Medical

 Declination of Vaccinations

 SCR

 W4

 I9

 Signatures on Evaluations & Reports

 EI Confidentiality Form