



Universal Nursing Services, Inc.

"...The Best in Home Care"

EMPLOYMENT REQUIREMENTS

Prior to employment, each application MUST submit to Universal Nursing Services, Inc., all of the following documentations:

- **FINGERPRINTING (BCII)**, must be no later than 5 business days from employment date
- Copy of **STNA** or **HHA CERTIFICATION**
- Copy of **SOCIAL SECURITY CARD**
- Copy of a **VALID OHIO DRIVER LICENSE** or **STATE I.D.**
- Copy of **HIGH SCHOOL DIPLOMA** or **GED**
- Copy of **TB SKIN TEST** or **CHEST X-RAY** (not more than 60 days old)
- Copy of **PHYSICIAN'S STATEMENT** of fitness to work.
- Completed **REFERENCES**
- **PROOF OF AUTO INSURANCE**, if applicable

All applicants for employment who will have contact with clients/patients must provide a set of fingerprint impressions and a criminal records check will be conducted if the applicant comes under final consideration to be hired for employment.

Universal Nursing Services, Inc., reserves the right to have all applicants and employees submit to randomized drug screening for the safety of the applicant/employee, our clients and the Agency.

I have read the above requirements and statements, have had any questions concerning them answered, and agree to abide by the requirements and statements as they appear.

Signature

Date

Witness