**Welcome to Smiles Home Care**

If a conditional job offer is extended, please be prepared to provide Human Resources with the following:

1. An application with all entries complete.
2. Identification you will use for completing the Immigration Naturalization Form I-9.
3. Your ORIGINAL Social Security Card (for payroll purposes).
4. A copy of your Nurse Aide/Nursing Licenses (if applicable).
5. Signed authorization request to check references (personal & work related)

Any job offer is contingent and based on the results from each of the following:

1. Your Criminal Background Check.
2. Personal and Past Employer Reference Checks.
3. Health Screen
4. Drug Screen
5. Sanction Screening for Medicare/Medicaid Fraud.
6. Nurse Aide Registry Verification (if applicable)
7. License Verification (if applicable)

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Applicant’s Signature Date