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## Medical NEW HIRE Documents

- Driver's license & Social Security Card
- Degree
- Medical License
- DEA Certificate
- Controlled Substance Certificate
- Resume including internships and fellowships
- DMV Driving Report (3yr)
- Signed Employee Confidentiality Agreement
- Signed at Will Statement
- Signed Handbook Acknowledgement
- Negative TB Test Results
- Cleared FBI Background Check
- Licensure or Internship
- Liability Insurance Face Sheet
- CPR
- HIPAA Agreement
- Pg. 7 of I-9 Form
- W4/W9
- Emailed Photo for Badge
- Cleared State of NV CANS Report (Child abuse/neglect-Office staff can aid in providing the form)

FBI Clearance. Go to <https://fbi.fieldprint.com> Once you register make sure you click "no" for employment purposes and type "personal records" when asked what the prints are for.

Should you have any questions please contact Adela at 702-761-6467 or via email at [alaredo@sunriseclinics.org](mailto:alaredo@sunriseclinics.org)