

Contractor's Check-Off List

Section 1. Proof of Eligibility Employment Application Documentation of Education - Diploma College Transcript Resume Three (3) Employment References Section 2. Personal Documents Social Security Card Professional License (if applicable) Profession: Expiration Date: Driver's License Expiration Date: Driver's Record Expiration Date: Driver's Record Expiration Date: Vehicle Registration Expiration Date: Vehicle Insurance Expiration Date: Section 3. Contract Requirements Attestation of Good Moral Character Level 2 Background Check Expiration Date: Local Law Enforcement Background Check (Must be in the county you live in) Privacy Policy Acknowledgement Form Section 4. ECCS Requirements Independent Contractor Agreement 4 Policy Sign-off (update annually) Handbook Receipt sign-off HCBS PNP sign-off (WCH only) Disaster Plan sign-off Section 5. Training Direct Core Competencies - Once Completion Date: Direct Core Competencies - Once Completion Date	Name:		Date o	of Birth:	Date of Hire	
Employment Application Documentation of Education - Diploma College Transcript Resume Three (3) Employment References Section 2. Personal Documents Social Security Card Professional License (if applicable) Profession:	The documents listed below must be submitted and accepted by the Administrator prior to any services being performed as an independent contractor of Emerald Coast Companion Services, LLC.					
Documentation of Education -	Section	on 1. Proof of Eligibility				
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□ Zero Tolerance – Every 3 years Completion Date:						
□ HIPPA − Annual Completion Date: Expiration Date: □ HIV/BBP - Annual Completion Date: Expiration Date:						
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CPR/Basic First Aid – Every 2 years Completion Date: Expiration Date:		-				
		CPR/Basic First Aid – Every 2 years	Completion Date:	Ex	piration Date:	
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Must be re-validated annually before the current expiration date which is based on the month and day of the effective date. The expiration year is one year past the current certificate's expiration year.						