



## **CNA – PACKET A NEW HIRE CHECKLIST**

Please submit all items below to complete **Packet A**.

A Recruiter will connect with you (as long as everything is up-to-date and compliant) to move forward with the onboarding process.

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### **1. Identification & Employment Documents**

- Valid Driver's License or State ID
  - Social Security Card or Passport
  - Completed Employment Application
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### **2. Certifications**

- Active California CNA License
  - Current CPR/BLS Certification (AHA or ARC required)
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### **3. Background & Compliance Requirements**

- Background Check Authorization Form & Drug Screening Consent Form
  - OIG/SAM Exclusion Screening Consent
  - Sex Offender Registry Check Consent
  - LiveScan (if required by assignment or facility)
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## 4. Health & Medical Clearance

- Negative TB Test (PPD) within the past 12 months  
**OR**  
 Negative Quantiferon Gold Test (within 12 months)
  - Chest X-ray (only if TB test is positive; valid for 5 years)
  - Physical Examination / Fit-for-Duty Clearance (within 12 months)
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## 5. Vaccination Records

- MMR (2 doses or positive titers)
  - Varicella (2 doses or positive titers)
  - Hepatitis B (series or signed declination)
  - Tdap (within 10 years)
  - Flu Vaccine (current season or signed declination)
  - COVID-19 Vaccination Card or Declination
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## 6. Skills & Compliance Training

- HIPAA Acknowledgment Form
- Abuse & Neglect Prevention Training Acknowledgment