

All Heart Homecare Agency

1664 East 14th Street, Ste 201 Brooklyn, NY 11229

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www.allheartcare.com

PERSONAL ASSISTANT EMPLOYMENT REGISTRATION REQUIREMENTS (CDPAP)

You will need the following documentation:

1. Valid ID

- US Passport;
- Permanent Resident Card;
- Employment Work Authorization Card.

2. Social Security Card (original).

3. Physical.

4. Drug screen (no more than 3 months old; lab report; 8-10 panel with chain of custody).

5. Rubella immunization (lab report).

6. Rubeola/measles immunization (lab report).

Note: if rubella or rubeola result is negative MMR has to be done.
You can start work after that but we will ask you to make another blood test in a month after MMR is done.

7. Annual PPD and 2 step PPD result or Quantiferon TB Gold.

8. Only if PPD is positive you should have a Chest X-Ray (lab report) + TB screening form.

9. Flu Shot (seasonal).

10. Terms of Service Package signed by client.

11. A Guide Package signed by Personal Assistant.

12. Direct Deposit Form.