

Field Staff Orientation Checklist

Received and/or Reviewed

Applicant Initials

Recruiter Initials

Pay Rate	_____	_____
Parking Reimbursement	_____	_____
Normal Business Hours	_____	_____
After Hours On Call System	_____	_____
Field Employee Manual	_____	_____
OSHA Safety Manual (Includes CDC Hand Hygiene Guidelines)	_____	_____
JCAHO National Patient Safety Goals	_____	_____
Cultural Diversity & Sensitivity Handout	_____	_____
Occupational Exposure to Bloodborne Pathogens	_____	_____
A Patient's Bill of Rights	_____	_____
Reporting Patient Incidents & Sentinel Events	_____	_____
Reporting General Concerns & Problems	_____	_____
Reporting Worker's Comp Injuries	_____	_____
Reporting Safety Issues (Includes Use of Safety Hazard Report Form)	_____	_____
Benefits Package	_____	_____
Timeslips & Payroll Process	_____	_____
Obtaining Assignments	_____	_____
Client Facility Orientation	_____	_____
Credential & Annual Review Compliance	_____	_____
ID Badge	_____	_____
Dosimeter Badge System (Radiology Only)	_____	_____
Job Description	_____	_____
Floating	_____	_____

Applicant Signature: _____

Date _____

Recruiter Signature _____

Date _____