

Expedient Medical Hiring Process

Thank you for your application. We will contact you shortly. If you have not heard back from us within a couple business days, please call 817-538-5577 during normal business hours.

The hiring process consists of three basic steps.

1. We check the appropriate license and disciplinary boards as well as do criminal background and reference checks as required by our clients.
2. We invite you in for an interview so we can learn about you, tell you about us, and see if this is a good fit for both of us.
3. If we have a position that matches your qualifications and desires, we set an appointment to bring you in for orientation and to do your paperwork.

Sometimes we combine steps two and three into one appointment

Please be aware that if at any time during this process something negative comes back on your license or background checks we may stop the process. We will be happy to discuss any background issues with you and will use our best discretion. It may be something minor in your past, but we have to meet all of our client's personnel policies, so please understand that it is not personal.

If you come in for interview/orientation please be sure and bring the following:

- **Two forms of government issued ID: Usually you driver's license and Social Security card (or work permit). You must provide the actual ID cards, not photo copies.**
- **Your current CPR card or certification**
- **Current TB skin test and/or chest X-ray results. You should be able to acquire a copy from your last or current employer if they provided the test. It is your medical record and you have a right to it.**
- **Your current auto insurance**

If you do not bring the required documents we will not be able to continue with the hiring process. We suggest you start gathering these documents together at the time you apply with us.

When you come in for orientation, please allow at least 1 ½ to 2 hours for the process. If you leave before orientation is completed, or all your paperwork is not finished, we will have to reschedule and we cannot put you to work until the process is finished. If you cannot make your appointment time, please call and we can reschedule you if you wish.

Thank you for your consideration and understanding all of the above. Please call with any questions during the process. We look forward to meeting you and working with you as we move forward and grow.