



Please be sure to bring the following items with you on the day of orientation. We will not be able to proceed with the registration/ orientation Process if anything is missing and will need to be rescheduled for a later date. If for any reason you are unable to attend orientation, please call the office to reschedule.

### Homemaker/ Companion

- Level 2 Background Screening** - We are required to verify your background using AHCA. If this is not current, We will be happy to help you schedule an appointment with Fieldprint. The cost is \$83.50 and is paid directly to the company.  
If you have not worked in the healthcare field for at least 90 days we will be required to resubmit your background again and the courts for that would be \$16.50.
- Professional Liability Insurance** - This is a must have to work with Heart of Gold Senior Services LLC.  
Please bring a copy with you.  
If you need to purchase this insurance please go to **cm&f group.com**. The cost is \$69 or we will be happy to help you with the process. You must bring some form of payment debit card is preferred, cash will be accepted as well
- Valid Driver's License**
- Social Security Card or Alien Resident Card (if applicable)**
- CEUs Continued Education Units** For the last 1-2 years oh, 4 CEUs are required each year Heart of Gold Senior Services will provide those as needed.
- Health Statement** - This must be current within 6 months and it must say that you are **free from any communicable diseases**, we can provide you with a form to take to your medical provider.
- Direct Deposit** - Please bring a voided check deposit slip or letter from your bank that includes your name, routing number and account number. This ensures all information is correct.
- Auto Insurance Card** - This must be current, no exceptions.
- CPR Certification** - This must be current, no exceptions. Can contact these companies:  
123 CPR-First Aid Florida Haines City, FL · (443) 790-3949 (AHA American Heart Association)  
American Red Cross Winter Haven, FL (863) 294-5941 1-800-Red-Cross