



SECTION I
Application for Employment
Resume/CV (2 years of experience with children with special needs)
Reference Letters (minimum: 2)
Driver license
Social security card Signed
Proof of status (resident card, passport, etc.)
Company letter EIN & Sunbiz
workers' comp exemption
SECTION II
Police Record (1 year)
Medicaid ID
Liability Insurance (must have LLC Name) (1 year)
Car Insurance
Vehicle Registration
SECTION III
Highest level of education
20 – 40 hours requirement
License of RBT or Lead Analyst
HIV (1 year)
HIPAA (1 year)
CPR and First Aid (MUST BE IN PERSON) (2 years)
Zero Tolerance (3 years)
DCCC (for life)
Security Awareness (1 year)
Civil Rights (1 year)
Domestic Violence (1 year)
OSHA (1 year)
Physical Exam (1 year)
void check (Business account for LLC)
Medicaid Fraud, Waste, and Abuse (1 year)