



HealthCareASSIST

Tel: 01582 580242

Documents Required to Register

Please bring the following documents along with your application form to complete registration.

- Original Passport / birth certificate and Work Permit where applicable
- National Insurance Card
- 2 Passport size photos
- P45 if you have, if you do not have a P45 please complete enclosed P46
- Proof of Address e.g. utility bill or license
- Moving & handling, First Aid, Safeguarding of Vulnerable Adults (SOVA) and other relevant training certificates. All mandatory training certificates must be dated within 12months.
- All *Healthcare Assist* workers are subject to an Enhanced Criminal Records Bureau (CRB) disclosure countersigned by Healthcare Assist. Disclosure expenses are met by the applicant.
- A copy of your CV
- Record of Immunity
- For Registered Nurses: NMC Pin Card and Statement of Entry
- Proof of Union Membership

NB: We will make photocopies of the documents to keep on your file and return the originals to you.

In case of any queries please phone the office on the above number for assistance.

Thank you

**Admin
Healthcare Assist**