Tooth Fairies-to-Schools
Onboarding Form & Checklist

Introduction
Part of joining the team of Tooth Fairies is to collect your information. You can think of this step as joining a dental office, we need a lot of the same information. Luckily, a lot of the information rolls over into following years.

For now, complete and return the information listed with accompanying documents to the Project Director, Jana Cummings, projects@oralhealthawareness.org.

Contact Information

Name: __________________________________________

Email: _________________________________________

Cell: __________________________________________

Document Checklist

☐ Current Professional License (Please attach a copy)

Type: _________________________________________

License #: ____________________________________

Exp. Date: _____________________________________

☐ Current CPR Card (Please attach a copy)

Exp. Date: _____________________________________

☐ Current TB Test (Please attach a copy)

☐ Completed W-9 (Please attach a copy)

Carry current liability insurance? (If no, we can provide form)

☐ Yes  ☐ No

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### Immunization Status

Please select one:

- [ ] I have attached a copy of my Hepatitis B Vaccine status
- [ ] I have chosen not to be vaccinated for Hepatitis B and understand the risks. I waive the right to hold the Oral Health Awareness Society responsible should I contract Hepatitis B.

### Payments & Invoices

The Oral Health Awareness Society uses Google Drive to upload invoices for payment. Assistance is provided on how to use Google Drive from your phone and/or computer.

Do you have a Google Drive?

- [ ] Yes
- [ ] No

### Questions & Contacts

You may not have all these documents ready. We understand and would like to hold your hand through the process. Our website has most of the information; however, items related to immunizations may not be a requirement for each role on the team.

For questions, contact our Project Director, Jana Cummings. Jana can be reached by email: projects@oralhealthawareness.org, or by cell phone: (209) 499-1761.

Note: We can only schedule you once we have your completed and signed form and attached items.

### Signature & Date

Signature: ____________________________________________

Date: ________________________________________________