

Thank you for applying with Sunbridge!

1. Attached to this packet is our application, a direct deposit form, a TB Assessment, and a TB Education Form. Please sign all forms and return to them to [raleigh@sunbridgehhc.org](mailto:raleigh@sunbridgehhc.org)
2. If you have any questions, please let us know either by email or phone (1-251-776-3725).
3. Also included in the original email, is an orientation packet. Please review all the documentation. Also, included in the application packet is an orientation sign-off. Please make sure to sign and date that form.
4. Within the orientation packet, there are timesheets and errand forms. Please make sure to utilize these forms during each shift. If you ever run out of forms, please let us know. Timesheets need to be turned in via text to 251-776-3725, every Monday by 10am for the previous week.
5. We will also need a copy of your DL and Social and a copy of a current TB Screen Test. The read date has to be within the past year.
6. Your direct contact can be reached at 251-776-3725. Please reach out via call or text, if you have any questions or emergencies at a client's home or during the hiring process.