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| Employee Name | |
| Job Title | |
| Degree | |
| Certified Transcripts for Non-Licensed | |
| License Type | |
| DEA License (if applicable) | |
| License Number & Expiration | |
| DORA Verification | |
| Central Registry Queried | |
| Central Registry Results Documented | |
| Fingerprint Query | |
| Fingerprint Results Documented | |
| Continued Training Documented | |
| Prof Liability Insur Copy in File | |
| Comments | |