



JACKSON
HealthPros™

Travel Guide

Your roadmap to a
rewarding career in travel!

STARTING AS A TRAVELER

How it Works

Getting Started

Get connected with a recruiter to discuss job experience, preferences, and what you're looking for in a job.

1

Find the Right Job

Pick out 4-5 jobs to send to your recruiter and get submitted to the jobs. You'll typically hear back within 24-72 hours if the facility wants to interview.

2

Job Offer

Your recruiter will walk you through all of the terms and conditions. Accept the job when approved.

3

Credentials & Start

Complete the credentialing process and get cleared to start. Once you're cleared, begin your assignment.

4

TRAVEL TIPS

Insights from Our Recruiters

Short-Term Housing

Only secure short-term housing once you're officially cleared and on-site. This gives you flexibility in case of start delays or cancellations.

Wait Until Cleared

Wait for written clearance from your credentialing specialist before arriving at the facility. Showing up too early could affect your contract status.

Transportation

Consider driving to your assignment to give you more control over your schedule. Having your car allows flexibility for groceries, exploring, or commuting.

HOW CONTRACT PAY WORKS

Local vs Travel Contracts



W2 vs. 1099

Our contracted workers are W2 employees, you are not a 1099. W2 employees' taxes are withheld from every paycheck



Travel Perks

Travel contracts can include reimbursements that follow IRS guidelines. Local contracts (not considered travel by the IRS) will not include some of these reimbursement benefits.



Gross vs. Net Pay

Net (take-home) pay is what matters most. Even with a lower hourly rate, the untaxed stipend portion can significantly boost total net earnings compared to a non-travel or permanent job.



Stipend Amounts

Housing, meals, and incidentals are decided on annually by General Services Administration per diem rates which vary by location.

BENEFITS AT A GLANCE

Contract and Travel Only

Day 1 Benefits

Your benefits begin on day one of your assignment. Talk to your recruiter if your contract ends early or you're starting a new one to ensure benefit coverage.

401(k) Match

You can contribute starting on the first of the month following your hire date and matching will be available after six months of service.

Health, Dental, Vision

Gain access to coverage through major national carriers for easy access while on contract. Optional spouse and dependent coverage is also available.

CREDENTIALING REQUIREMENTS

What to Expect

Getting Credentialed

Within 24-72 hours of accepting your job offer, you'll receive a welcome letter asking you to provide the required documentation in order to complete the credentialing process. Your credentialing coordinator will provide you with updates along the way so that you know what remains. If a new item is requested, you will be informed ASAP.

Basic Requirements

- Drug screen
- TB test (types varied)
- Preemployment physical
- Competency exams
- New hire paperwork
- State license
- National certification (ASHA, NBCOT, ARRT, ARDMS, etc.)
- Immunizations
- ID
- Personal identification
- Banking record for direct deposit

Specific Requirements

These items depend on the specific facility and vary according to state requirements:

- Fingerprints
- Client modules
- Client attestations/acknowledgments

CREDENTIALING STEPS

Process Overview

1

Respond to the welcome letter with any questions regarding timelines (vacations, distance to clinic for labs, conflict with current schedule, etc.)

2

- Complete all new hire hyperlinks
- Schedule Drug Screen/Fingerprinting
- Schedule I9

3

- Complete drug screen/labs
- Complete Fingerprinting
- Complete I9

4

Send personal documentation (driver's license, SSC, BLS/CPR, bank document, etc.) and license to credentialer or confirm date of application

5

- Complete competency exams
- Complete client trainings/documents

6

- Confirm completion of all items
- Your recruiter will let you know once you have been cleared to start

WHAT IF THINGS CHANGE?

Cancellations & Notices

1

What to Expect

You'll receive immediate communication from your recruiter in the case that your assignment is cancelled early to go over your next steps and new job options will be presented immediately.

2

Cancellations

Assignments might be canceled due to:

- changes in facility needs
- budget adjustments
- contract changes
- delays in credentialing or start dates
- licensing or compliance issues

3

Provided Support

Our entire team jumps in to help you find your next opportunity. We prioritize putting you in your next assignment as soon as possible.

4

Fast Employment

We take quick action to review your paperwork and credentialing so that we can track submittals to new open positions. We share jobs that match your preferences, license, and start availability.

QUESTIONS ABOUT TRAVEL

What You Should Know



When Should I Talk to a Recruiter?

Now! It's never too early to connect with a recruiter. We'll help you understand the process, build a competitive profile, and prepare for your first contract timeline.



How Much Experience Do I Need?

Many clients prefer 1–2 years of experience since limited training and heavy caseloads require you to hit the ground running.



Why Did I Get Rejected?

Rejections are normal—it's about finding the right fit. We'll keep submitting and refining your profile until the right offer comes through.



How Many Jobs Should I Apply To?

Submitting to 5–7 roles increases your chances of landing a contract, faster. We'll help you apply strategically and stay organized with timelines and interviews.



How Long are Travel Contracts?

Typical contracts are about 3 months for healthcare specialties and 10 months for education, although they can be extended. This varies depending on the setting and the client's needs.

INTERVIEW TIPS

Getting Prepared

You're Selected

If you've been selected for an interview by a facility, this is also your chance to interview the facility to make sure it's going to be a good fit for you.

What to Expect

Interviews are typically conducted over the phone. You will be asked about your skills and experience to see if you're a good fit for the facility.

Interview Call

If you miss an interview call, call back ASAP or contact your recruiter. Let the employer know you'd love to work with them before you end the call.

INTERVIEW GUIDE

Questions You Should Ask

Schedule

1. Start date
2. Assignment length
3. Weekly schedule
4. Last time someone with same specialty at facility
5. Floating requirements (locations or travel to more than one facility a day)
6. Will I be in a supervisory position at any time?
7. Policies
 - a. Holiday requirements
 - b. Requested time off
 - c. Schedule changes
 - d. Overtime opportunities
 - e. On call/call back
 - f. If census drops, who is cancelled on units first?

Setting

1. Average number of scans/exams per shift
2. Scanner/equipment used
3. Software systems used
4. Emergency vs scheduled patients
5. Primary patient population
6. Will assignment be in one area or varied?
7. Describe a normal day
8. Performing tasks outside of specialty?
9. Specialized or advanced procedures?

Support

1. What does orientation look like first week?
2. How many workers on shift at a time?
3. Are there assistants for staff?
4. Challenges past employers experienced
5. What challenges have past employers experienced?
6. Dress code