

PROVIDER CHECKLIST

STAGE 1

- Invitation to VIOS LinkedIn private group (after orientation)
- Signed Provider [Agreement](#)
- Completed Google [form](#)
- License number
- Postgraduate training certificate
- Private practice medical insurance
- Tax Forms US citizen [W9](#)
 Non-US citizen [W8 BEN](#)
 Non-US entity [W8 BEN-E](#)
- Stripe User Account

STAGE 2

- Join VIOS Payroll by clicking on stripe activation link sent by email
- Activate calendly link sent by email
- Set up your availability

STAGE 3

- Set separate user login for home computer
- Activate notifications from your email/calendar/sms apps
- Download [Zoom desktop app](#)
- Download Stripe mobile app (optional)
- Designate a private area as the 'home office'
- Procure office desk supplies (table lamp, headphones, notebook)