

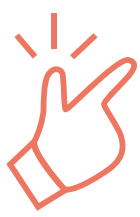


You've completed credentialing

Now what?

Congratulations on completing the credentialing process! You're now ready and eligible to pick up shifts with us.

Below you'll find your next steps to success at Alliance Services Inc, as well as helpful resources to get you started.



Picking up shifts

Our dedicated staffing specialists will send out open needs every day via email. Once you respond to that email with the shifts you would like to pick up, they'll confirm that shift with the facility - It's that easy!



Viewing your schedule

You can view your confirmed shifts, as well as any changes made to your schedule in the *calendar* section of your Workforce Portal. Confirmed shifts will appear in green. You'll also use this portal to update personal information and upload electronic timesheets.

[Click here to access your Workforce Portal](#)



Getting paid

Our work week runs from Sunday to Saturday. This starts with the AM shift on Sunday and ends with the night shift on Saturday. All shifts through Sunday are paid the next Friday. You will enter your shift hours via the Electronic Timesheet in your Workforce Portal - This is your key to getting paid!

[Click here to access Electronic Timesheet Instructions](#)



Contacting our team

Alliance has a staff member on duty 24/7. During business hours, please contact us directly. After hours, our main line will be forward to an call representative.

Main: 262-677-2180



Keys to success

You're now a representative of Alliance Services - your success is our success. Ensure that you maintain good communication with our staff, offer excellent patient care and professionalism while on duty and honor your commitment to the shifts you pick up.
