

# Doula Checklist

## **Documentation Needed:**

- Signed IC Contract
- Signed Doula G & E
- Filled out availability and preferred schedule form
- Labor & PP Certifications
- Business Info with Tax ID
- CPR Certification
- Payment Information (PayPal)
- Proof of Insurance
- Background Check
- Complete W9 Form
- Create WCD Gmail

## **Tasks to be completed:**

- Set up your Google Calendar
- Attend Orientation
- Read over IC Handbook