

Employment Gap Form

The Employment Gap Form is used to satisfy the Joint Commission requirements for evaluation that professionals have the experience required by the job responsibilities performed. This form is intended to supplement information obtained through the background check verification for gaps in employment exceeding 90 days that are non-verifiable or due to non-employment.

There may be gaps in employment or employment may be non-verifiable for a variety of reasons, some examples of applicable situations are:

- Destruction of records due to natural disasters
- Countries where employment is not verifiable
- Company closure
- Job seeking during non-employment
- Family leave or sabbatical (please do not provide health or protected information)

This form will be used to seek an exception in the evaluation of required experience, when required. There is no guarantee by completing this form that an approved exception will take place.

I, _____, acknowledge the below dates of employment are not verifiable for reasons as described below.

Below is the brief explanation for the employment not being verifiable, including the specific dates of employment (i.e., hurricane, business closed, etc.) or non-employment. I understand that this information is solely used for completing my employment history verification for the last five years, as well as meeting any scope of service requirements specific to experience.

Start date:	
End date:	

Start date:	
End date:	

Start date:	
End date:	

Signature: _____ Date: _____