

Checklist For Starting a Nurse Staffing Agency

Business Planning

- Develop a business plan
- Identify your niche
- Analyze market demand
- Set short and long-term goals

Legal Requirements

- Register your business
- Obtain necessary licenses
- Understand healthcare regulations
- Ensure compliance with labor laws

Financial Management

- Open a business bank account
- Set up accounting software
- Plan initial funding
- Manage payroll effectively

Operations Setup

- Find a suitable office space
- Purchase necessary equipment
- Implement scheduling software
- Develop operational protocols

Recruitment and Training

- Create job descriptions
- Conduct thorough interviews
- Implement training programs
- Establish performance standards

Marketing and Sales

- Build a professional website
- Develop a marketing plan
- Engage through social media
- Network with healthcare providers

Quality Assurance

- Monitor staff performance
- Gather client feedback
- Implement continuous improvement
- Maintain high service standards

Go-to Resources for Opening a Nurse Staffing Agency

Healthcare Staffing

- [ShiftWizard](#)
- [BlueSky Medical](#)
- [Kronos for Healthcare](#)

Training Programs

- [American Nurses](#)
- [Red Cross Training Service](#)

Business & Accounting

- [ZenBusiness](#)
- [Northwest Registered Agent](#)
- [FreshBooks](#)
- [MyCorporation](#)

Useful Tools

- [SWOT Analysis Generator](#)
- [Invoice Generator](#)

*All of the resources are clickable links