

## Registering in the New American Medical Staffing Employee Portal

American Medical Staffing is transitioning to a new Employee Portal for many day-to-day staffing tasks, including payroll and managing your assignments. Simply create your account, and you're ready to go! To get started, click on the link in the email to be taken to our registration page.

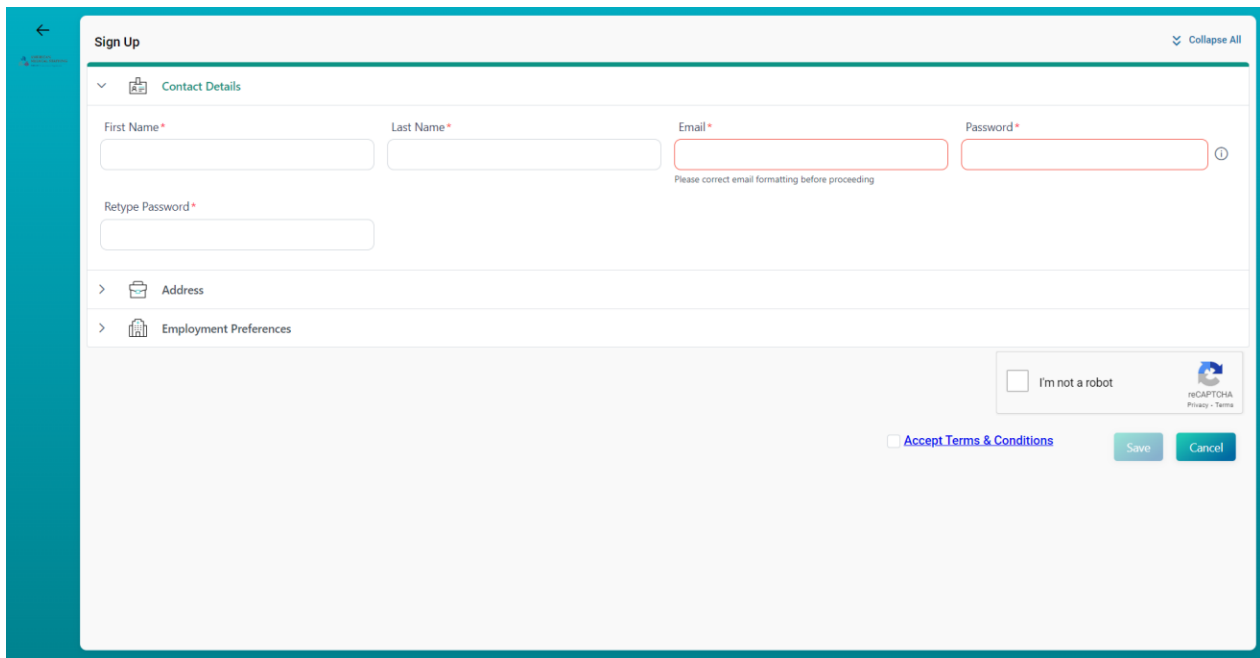
Or click here <https://nexus-leap.laboredge.com/ams/signup>

Creating your profile takes less than 5 minutes and can be done on your mobile or desktop. In the Contact Details section enter your:

- First Name
- Last Name
- Email Address

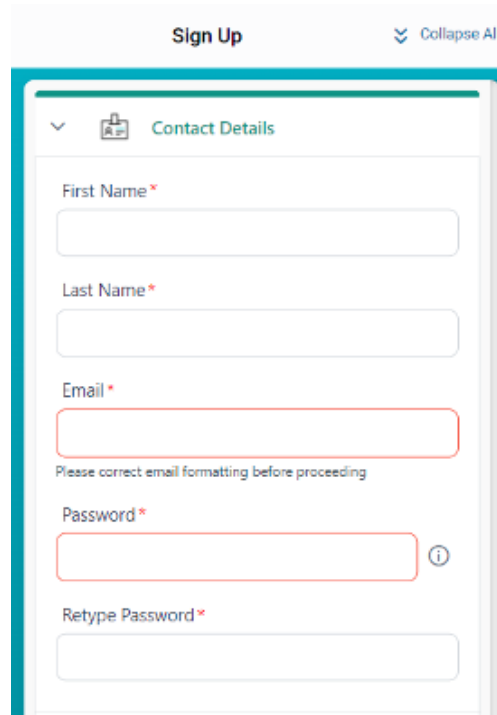
Then you will be able to create a new password

### Desktop View



The screenshot shows a desktop view of the 'Sign Up' form. The form is titled 'Sign Up' and has a 'Collapse All' button in the top right corner. The form is divided into three sections: 'Contact Details', 'Address', and 'Employment Preferences'. The 'Contact Details' section is expanded and contains four input fields: 'First Name\*', 'Last Name\*', 'Email\*', and 'Password\*'. The 'Email\*' field has a red border and a message below it that says 'Please correct email formatting before proceeding'. The 'Password\*' field has a red border and a small circular icon to its right. Below the 'Password\*' field is a 'Retype Password\*' field. The 'Address' and 'Employment Preferences' sections are collapsed. At the bottom of the form, there is a checkbox for 'I'm not a robot' with a reCAPTCHA logo, a checkbox for 'Accept Terms & Conditions', and two buttons: 'Save' and 'Cancel'.

### Mobile View

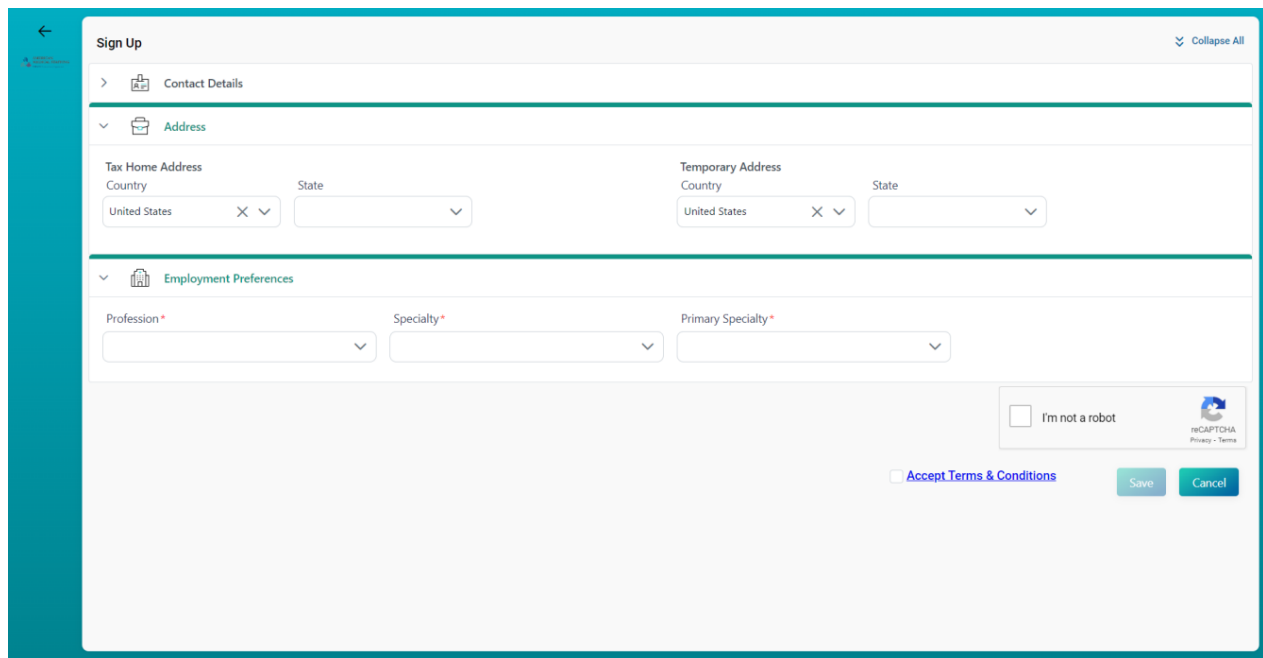


The mobile view of the Sign Up form is displayed on a smartphone screen. The form is titled "Sign Up" and includes a "Collapse All" button. The "Contact Details" section is expanded, showing fields for First Name, Last Name, Email, Password, and Retype Password. The Email field is highlighted with a red border and contains the message "Please correct email formatting before proceeding".

Next you will need to complete the Employment Preferences section:

- Profession
- Specialty
- Primary Specialty

### Desktop View



The desktop view of the Sign Up form is displayed on a computer screen. The form is titled "Sign Up" and includes a "Collapse All" button. The "Address" section is expanded, showing fields for Tax Home Address (Country, State) and Temporary Address (Country, State). The "Employment Preferences" section is expanded, showing fields for Profession, Specialty, and Primary Specialty. The form also includes a reCAPTCHA widget and "Accept Terms & Conditions" checkbox. "Save" and "Cancel" buttons are located at the bottom right.



### Mobile View

Mobile View

Employment Preferences

Profession\*

Specialty\*

Primary Specialty\*

I'm not a robot

reCAPTCHA  
Privacy - Terms

Need help? Contact customer service at (410) 321-4267 or email  
Recruiting@AmericanMedicalStaffing.com

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Next you will need to check the ReCAPTCHA box, check the box to agree to the Terms & Conditions, and then make sure to save.

I'm not a robot

reCAPTCHA  
Privacy - Terms

[Accept Terms & Conditions](#)

Save Cancel

Need help? Contact customer service at (410) 321-4267 or email  
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This will open your current profile and allow you to see the information we already have for you. Please feel free to update or add any additional details that you feel would be beneficial.



## Desktop View

**Profile**

- General Information ✓
- Education ✓
- Employment History 0 ✓
- Licenses ✓
- Reference 0 ✓
- Skills Checklist ✓
- Disclaimer ✓
- Application of Employment ✓

### General Information

First Name *	Last Name *	Email *
Phone Number *	Tax Home Country * United States	Tax Home Address *
Tax Home State *	Tax Home Zip Code *	Profession
Specialty	Primary Specialty *	<input type="checkbox"/> Compact Regions
State Preference	Type of Employment *	When can you start?
Best Time To Contact	SSN *	Date of Birth *
Enter Start Date of Primary Specialty. Month Year	Years of Experience	Preferred Communication Method
Shift Preference	Availability Notes	Referred By

[Save](#)

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## Mobile View

← **General Information**

First Name \*

Last Name \*

Email \*

Phone Number \*

Tax Home Country \*  
United States

Tax Home Address \*

Tax Home State \*

Tax Home Zip Code \*

Dashboard Profile Job Board Assignment