



Therapy

Physical • Occupational • Speech

774 S. Placentia Ave., Placentia, CA 92870-6832

# REFERRAL FORM

(Effective 1/23/2026)

<b>Section 1: Policy</b>
<p><b>Eligibility:</b> Only one referral bonus can be given per new hire. If more than one person refers to the same new hire, the first referral received will be the one rewarded if the candidate is hired.</p> <p>Please submit this form to <a href="mailto:Career@interfacerehab.com">Career@interfacerehab.com</a></p> <p><b>Criteria:</b></p> <ul style="list-style-type: none"> <li>➤ Referred candidate must be hired for one of the following positions: <ul style="list-style-type: none"> <li>✓ Licensed Staff position: <b>PT/PTLA/PTA/PTALA/OT/COTA/SLP/SLP-CF/SLPA</b></li> <li>✓ Non-Licensed positions: <b>RA/Front Office Staff/Administrative Assistant.</b></li> </ul> </li> <li>➤ The form is only valid if turned in within 30 days from the referred candidate's start date.</li> </ul> <p><b>Bonus Structure:</b></p> <ul style="list-style-type: none"> <li>➤ <b>Licensed Full-Time Status:</b> The referral bonus will be paid in two installments. The first installment of <b>\$250.00</b> will be paid after two weeks of continuous employment from the date of hire. The second installment of <b>\$250.00</b> after three months of continuous employment from the date of hire.</li> <li>➤ <b>Licensed Part-Time Status:</b> The referral bonus will be paid in two installments. The first installment of <b>\$125.00</b> will be paid after two weeks of continuous employment from the date of hire. The second installment of <b>\$125.00</b> after three months of continuous employment from the date of hire.</li> <li>➤ <b>License Per-Diem Status:</b> Employee that is referred must complete <b>180</b> working hours within the first three months of employment in order for the referring person to be eligible to receive the bonus. The installment in the amount of <b>\$200.00</b> will be paid in full on the pay period following the completion of three months of employment from the date of hire of the referred.</li> <li>➤ <b>Non-Licensed Full Time &amp; Part Time Status:</b> When a candidate is hired for a full-time or part-time position, a <b>\$50.00</b> referral bonus will be paid in two installments. The first <b>\$25.00</b> bonus is due and payable on the first pay date after two weeks of continuous employment from the date of hire. The second <b>\$25.00</b> bonus is due and payable on the first pay date after three months of continuous employment from the date of hire.</li> <li>➤ <b>Non-Licensed Per-Diem Status:</b> When a candidate is hired for a per-diem position, a <b>\$50.00</b> referral bonus is due and payable in full on the first pay date after the completion of <b>3</b> months of employment from the date of hire. Employee must complete <b>180</b> working hours within the first three months from the date of hire in order for the referring employee to be eligible to receive the bonus.</li> </ul>

<b>Section 1: Referred Candidate's Information:</b>	
Name:	Discipline:
Email:	Phone:
How did you receive this referral?	



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Section 3: Signature	
_____ Referring Employee's Signature	_____ Lead Generator's Signature
_____ Referring Employee's Name (Print)	_____ Lead Generator's Name (Print)
_____ Today's Date	_____ Today's Date

Section 4: INTERNAL OFFICE USE ONLY		
Date of Hire:	Employment Status:	Position:
_____ Head Coach/CFO's Signature	_____ Accounting Department's Signature	
_____ Head Coach/CFO's Name (Print)	_____ Accounting Department's Name (Print)	
_____ Today's Date	_____ Today's Date	