VIBRATRAVELS

PERMANENT - TEMPORARY - INTERNATIONAL - LOCUMS

TRAVELER'S ADVANTAGE

Earn points. Unlock recognition.
Keep climbing.



TRAVELER'S ADVANTAGE | RECRUITER TOOLKIT

New Hire Quick Start & Recruiter SOP

From first login to first verified points request

A send-ready guide for recruiters and new hires covering secure enrollment, the welcome journey, earning categories, supporting proof, and the Loyalty Team review process.

RECRUITER SOP | VISUAL QUICK START | PRIVACY-SAFE PROOF

LIVE PORTAL

rewards.vibratravelsapps.com

Version 1.0 | October 2026

The handoff that sets new hires up for success

Use this process after the employee's assignment and start are confirmed, ideally before day one. The recruiter owns the introduction; the Loyalty Team owns points review and reward support.

Recruiter checklist

1. **Confirm the email**
   Use the address the employee can access. Historical participants should use the email already on file.

2. **Send the live link**
   Share rewards.vibratravelsapps.com and attach this guide.

3. **Choose the right path**
   New employees select Create account. Prior loyalty members can request a one-time sign-in link.

4. **Set proof expectations**
   Only non-sensitive loyalty proof is allowed. Never upload patient, medical, identity, or credentialing records.

5. **Close the loop**
   Ask the employee to complete the welcome step and explore eligible activities during onboarding.

COPY / PASTE MESSAGE

Welcome to Traveler's Advantage

Hi [First name],

Vibra Travels' Traveler's Advantage program lets you earn points for eligible milestones and participate in monthly tier drawings. Start at rewards.vibratravelsapps.com, choose Create account, and use the email you provided to Vibra Travels.

Please complete the welcome step and review Ways to Earn. Upload only non-sensitive loyalty proof. For help, contact loyalty@vibratravels.com.

Who owns what

Recruiter
Send the link and guide; confirm the correct email; explain privacy rules.

New hire
Create or access the account; complete welcome; submit eligible proof.

Loyalty Team
Review submissions; request information; verify points; support rewards.

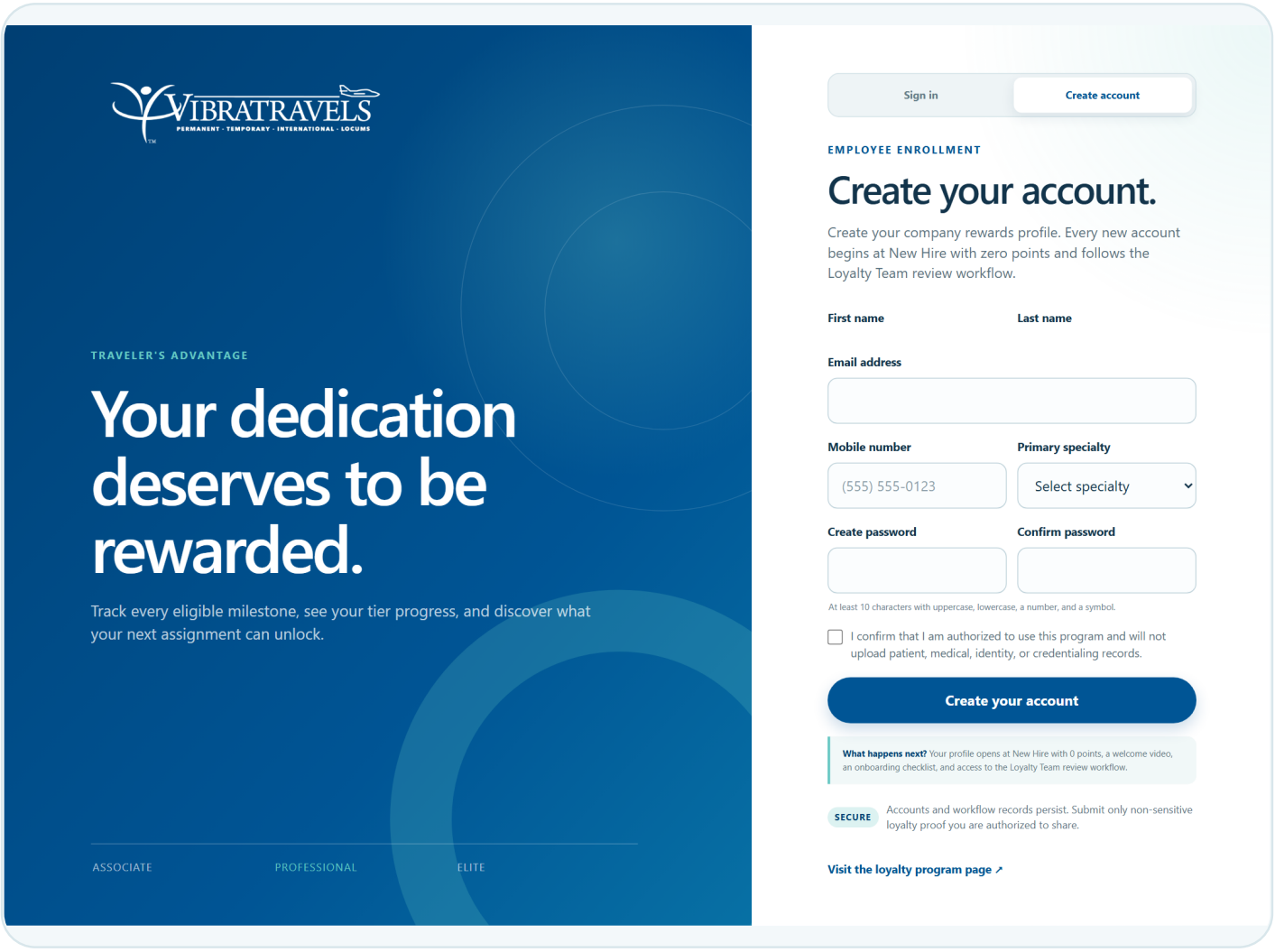
ESCALATE TO THE LOYALTY TEAM

loyalty@vibratravels.com

Use for email mismatches, prior-profile access, missing points, submission questions, or reward fulfillment. Do not send sensitive documents by email.

1. Open the portal and choose Create account

Go to rewards.vibratravelsapps.com on a phone or computer. New employees use Create account; returning loyalty participants should use Sign in or request a one-time link.



1 Open the live portal
Use the exact address above or scan the QR code in this guide.

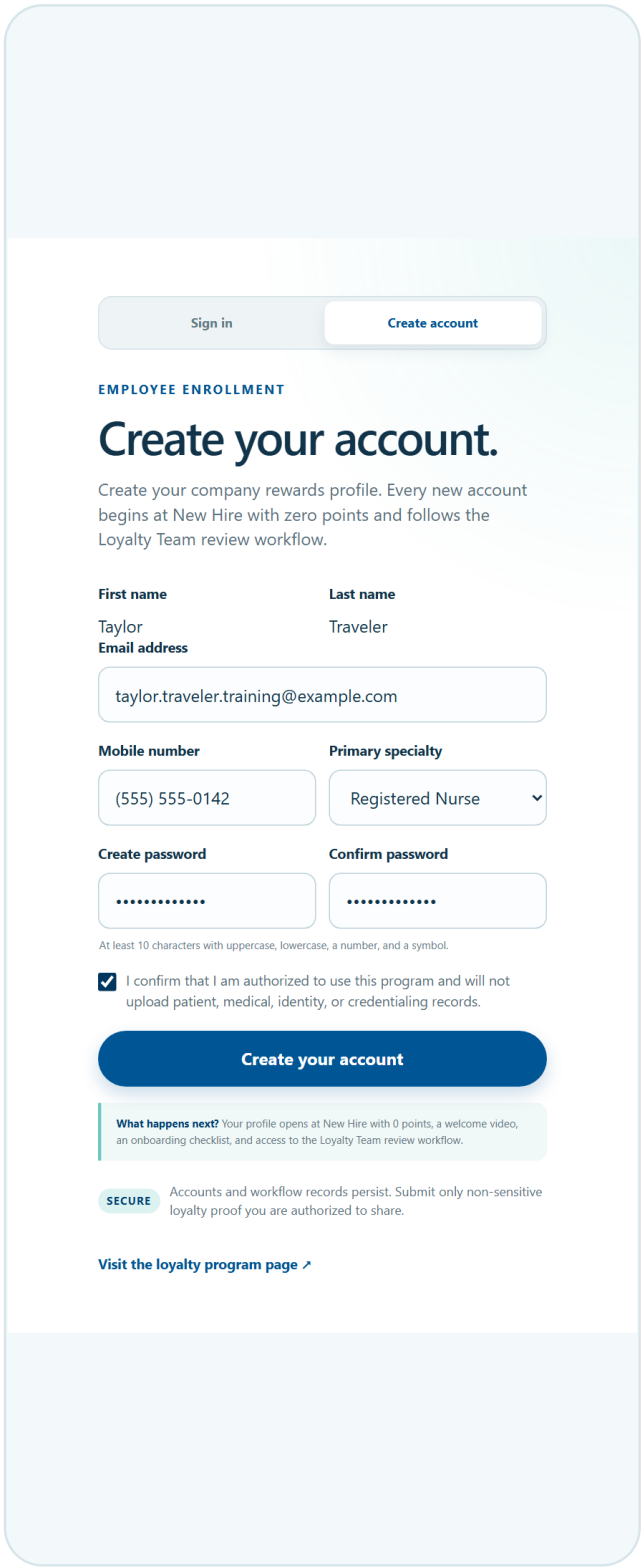
2 Select Create account
This opens a New Hire profile with zero points.

3 Returning member?
Use the prior email and choose the one-time sign-in link.

RECRUITER TIP

If the employee previously earned Traveler's Advantage points, do not create a duplicate account. Have them request a one-time link using the email on file or contact the Loyalty Team.

2. Complete secure employee enrollment



Enter the employee's own information

1 — Name + email

Use the same name and email provided to Vibra Travels.

2 — Mobile + specialty

Enter a reachable number and select the closest primary specialty.

3 — Strong password

At least 10 characters with uppercase, lowercase, a number, and a symbol.

4 — Accept the safety statement

The employee confirms they will not upload patient, medical, identity, or credentialing records.

WHAT HAPPENS NEXT

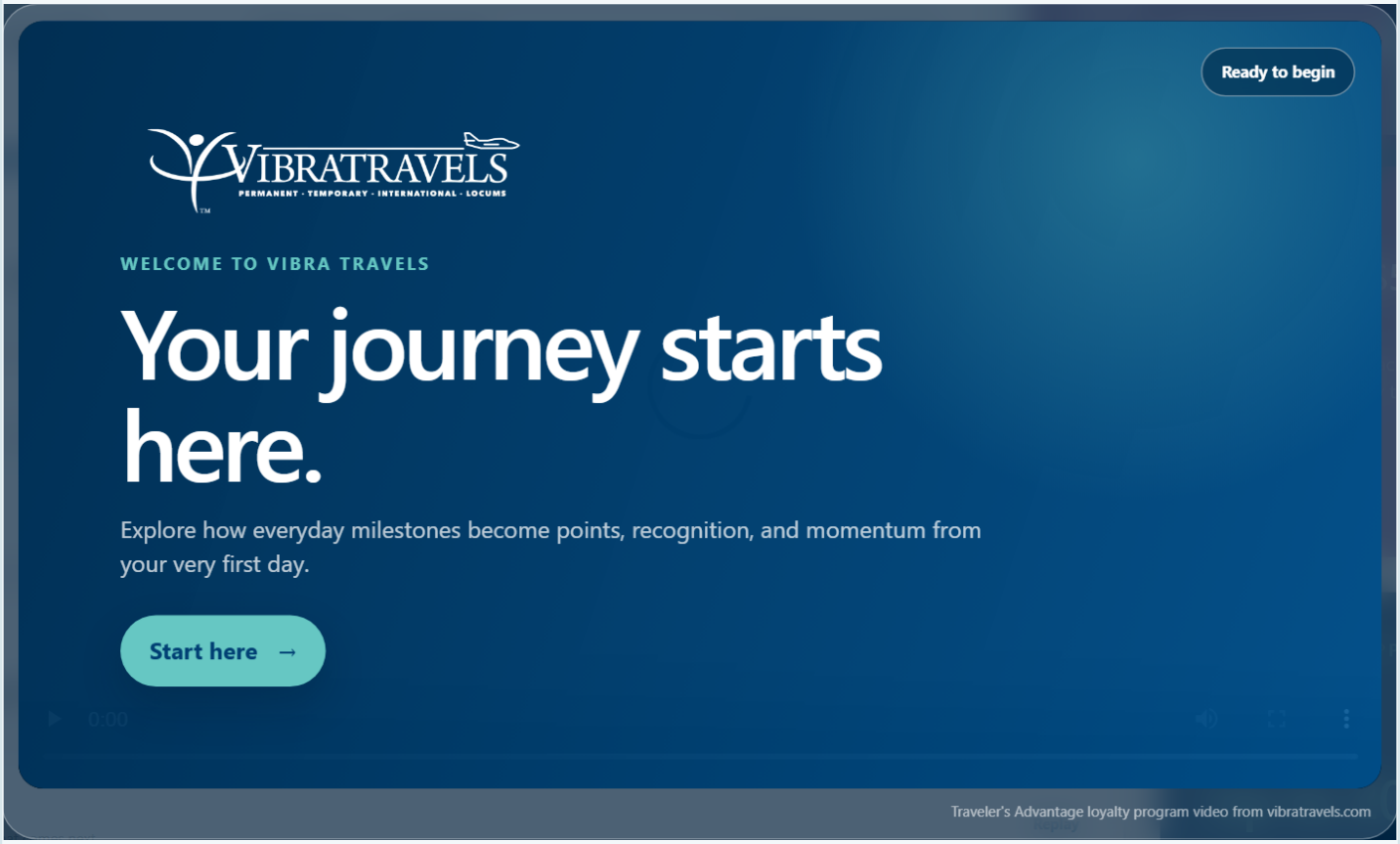
The account opens at New Hire with 0 points, a welcome experience, an onboarding checklist, and access to Loyalty Team review.

SAFE TO SHARE

Non-sensitive confirmations, assignment milestones, surveys, approved stories, and other loyalty proof authorized by the employee.

3. Complete the welcome experience

New hires see the welcome experience the first time their account opens. They may watch the video or skip ahead, then select Start here to unlock the onboarding checklist.



1 Watch or skip

The welcome can be replayed later from the new-hire checklist.

2 Select Start here

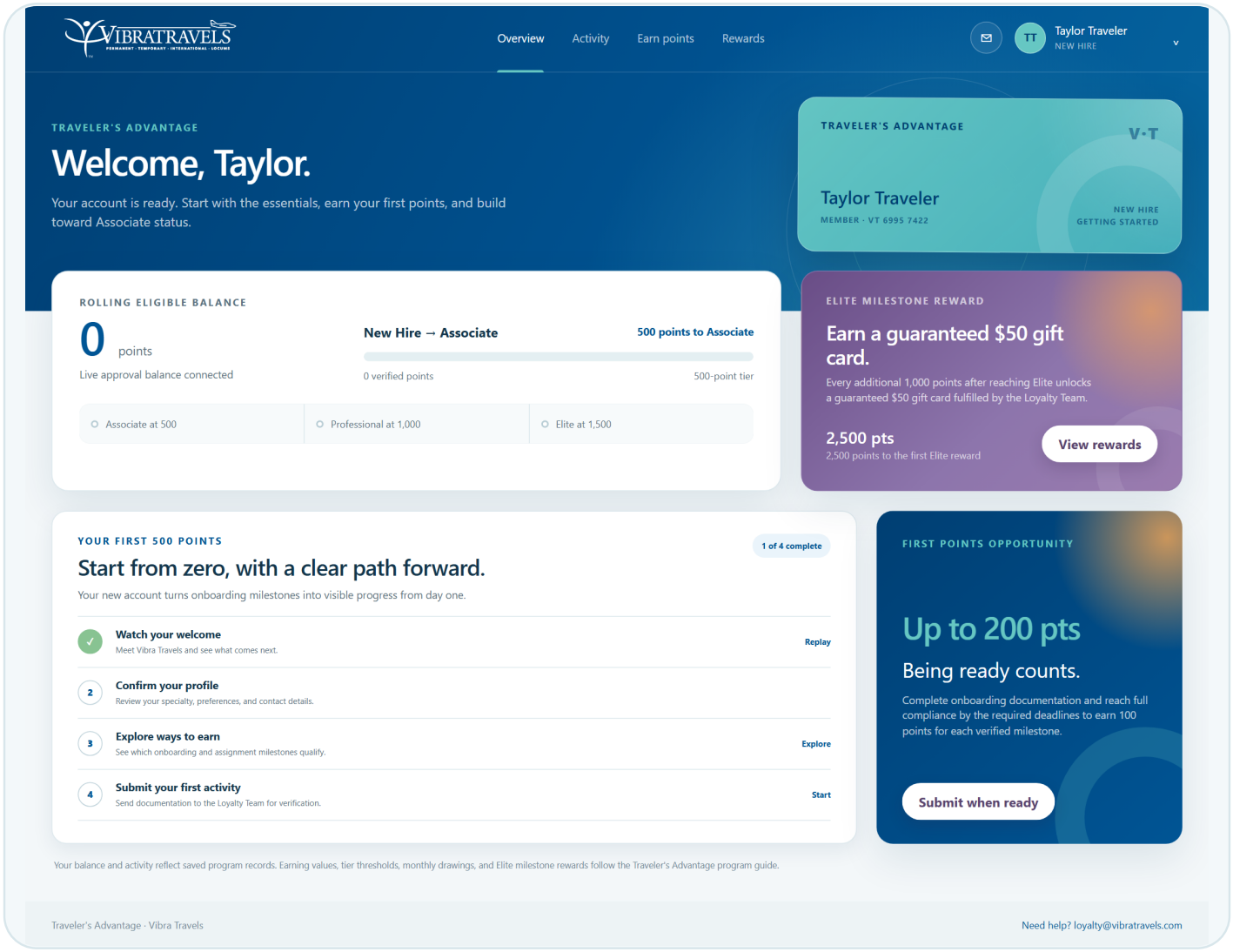
This marks the welcome step complete and opens the account overview.

RECRUITER TALK TRACK

'Your account starts at zero so every verified milestone is visible. The welcome screen explains the program, and the checklist shows the fastest path to your first 500 points.'

4. Use the dashboard as the home base

The Overview page shows the employee's rolling eligible balance, tier progress, onboarding checklist, first-points opportunity, notifications, and navigation.



1 Balance

Starts at 0; only verified points are added.

2 Tier path

Associate 500; Professional 1,000; Elite 1,500.

3 Checklist

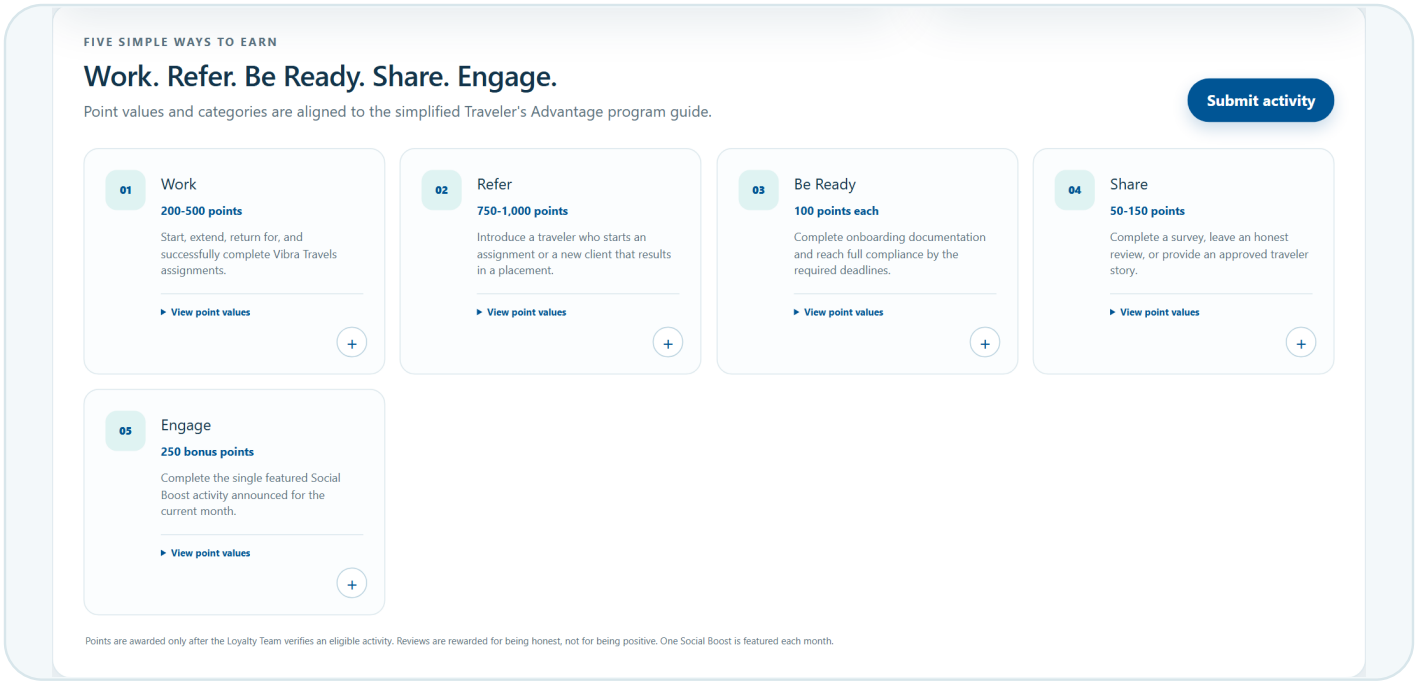
Welcome, profile, ways to earn, first submission.

4 First points

Onboarding and compliance milestones may earn 100 points each.

5. Explore the five ways to earn

Select Earn points to review current categories and values. Point values are requests until the Loyalty Team verifies the activity.

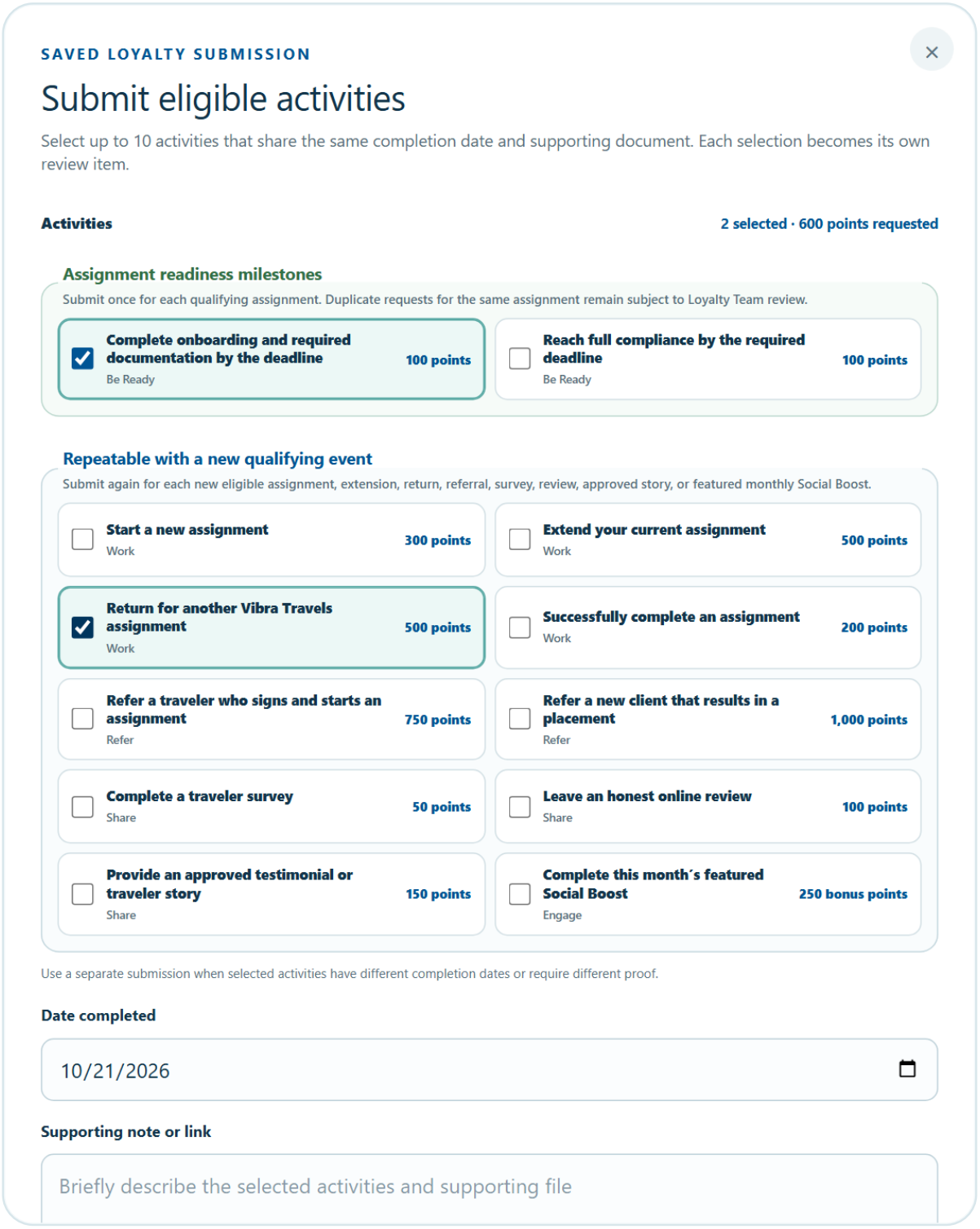


01	**Work**	**200-500 pts**	New, extended, return, or completed assignments
02	**Refer**	**750-1,000 pts**	Traveler starts an assignment or new client placement
03	**Be Ready**	**100 pts each**	Onboarding documentation and full compliance deadlines
04	**Share**	**50-150 pts**	Survey, honest review, or approved traveler story
05	**Engage**	**250 bonus pts**	The single featured Social Boost for the month

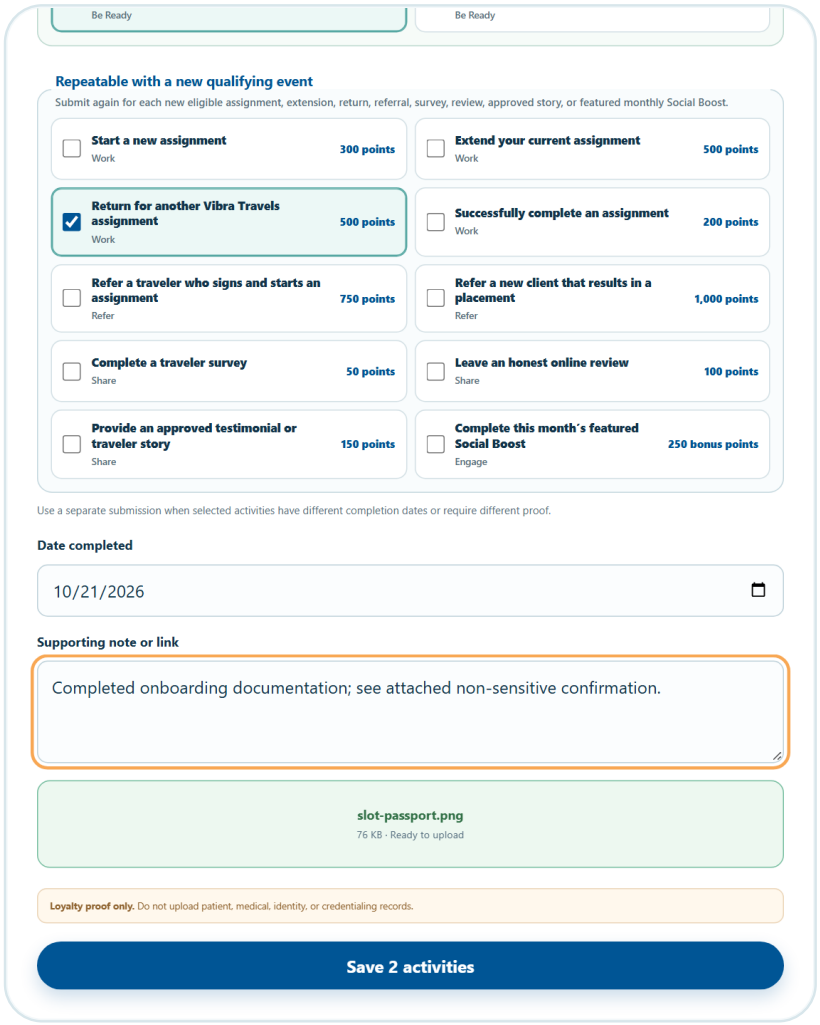
ONE-TIME VS REPEATABLE Be Ready milestones are normally submitted once. Work, referral, survey, review, approved story, and featured monthly activities may repeat only with a new qualifying event.

6. Select eligible activities

Choose Submit activity. You may select up to 10 activities when they share the same completion date and supporting document.



7. Add proof, check the request, and save



Before selecting Save

1 Use the correct date

All selected activities must share the completion date shown.

2 Add a short note or link

State what was completed and how the attached item supports it.

3 Attach one proof file

Upload PDF, PNG, or JPG. Keep the file non-sensitive.

4 Confirm the total

Review the selected activity count and requested points.

5 Save the activities

Each activity becomes its own review item for independent approval.

SUBMISSION RULE

Keep one completion date and one proof set together. When dates or proof differ, create separate submissions so each request can be reviewed accurately.

NEVER UPLOAD

Patient, medical, identity, or credentialing records. Contact Loyalty if you are unsure whether proof is appropriate.

What happens next - and when to ask for help

Submitting creates a review request; it does not immediately add points. The employee can monitor decisions from Activity and Notifications.

Review statuses

Pending
The Loyalty Team has the request and proof.

Needs info
The reviewer needs clarification or different proof.

Verified
Approved points are added to the rolling balance.

Denied
The activity was not approved; the reason appears in Activity.

Tier milestones and monthly drawings

Associate
500+ points
$50 monthly winner

Professional
1,000+ points
$100 monthly winner

Elite
1,500+ points
$200 monthly winner

Elite members also unlock a guaranteed $50 gift card at every additional 1,000-point milestone after reaching Elite.

Fast answers for recruiters

Can a new hire select more than one activity?	Yes - up to 10 when date and proof are shared.
What if an activity may be a duplicate?	Submit only for a new qualifying event; duplicates remain subject to audit.
What if the employee cannot sign in?	Use the one-time link with the email on file or contact Loyalty.
Who reviews points and rewards?	The Loyalty Team. Recruiters should not promise approval or a specific balance.

SUPPORT
loyalty@vibratravels.com
Portal: rewards.vibratravelsapps.com