

Background Screening Services

Bundles

Basic Screening Bundle

This bundle includes an Identity Verification to confirm the applicant's SSN & National Criminal Compass locator search.

Plus Screening Bundle - Paygo

Included in this bundle is an Identity Verification to confirm the applicant's SSN & provide previous addresses. A County Criminal Records Check is also performed for each name entered in addresses used during the past 7 years. Next, the National Criminal Compass electronic database search is queried for the name entered & all alias names identified by the Identity Verification. Also performed, Nationwide Sex Offender Check & National Security Data Searches.

Plus Screening Bundle - Flat Rate

This bundle includes an Identity Verification to confirm the applicant's SSN & provide previous addresses. A County Criminal Records Check/each name entered in addresses used during the past 7 years is also performed. The National Criminal Compass electronic database search is queried for the name entered & all alias names identified by the Identity Verification. Also performed, Nationwide Sex Offender Check & National Security Data Searches.

Premiere Screening Bundle - Paygo

Identity Verification to confirm the applicant's SSN & provide previous addresses is included in this bundle. A County Criminal Records Check & Federal Criminal Records Check for each name entered in those addresses used during the past 7 yrs. are performed. Next the National Criminal Compass electronic database search is queried for the name entered & all alias names identified by the Identity Verification. Nationwide Sex Offender Check & National Security Data Searches, too.

Premiere Screening Bundle - Flat Rate

This bundle includes Identity Verification to confirm the applicant's SSN & provide previous addresses. A County Criminal Records Check & Federal Criminal Records Check/each name entered in those addresses used during the past 7 yrs is then performed. The National Criminal Compass electronic database search is queried for the name entered & all alias names identified by the Identity Verification. Nationwide Sex Offender Check & National Security Data Searches are performed.

Premiere with Verifications Screening Bundle - Paygo

The bundle includes Identity Verification to confirm the applicant's SSN & provide previous addresses. A County Criminal Records Check & Federal Criminal Records Check/each name entered in those addresses used during the past 7 yrs is performed. Next, there's a query of the National Criminal Compass electronic criminal database search for the name entered & all alias names identified by the Identity Verification. Nationwide Sex Offender Check & National Security Data Searches are also performed. 5 yrs. of provided employment history is verified (up to 3 employers) & the highest degree earned as provided.

Precise I Premiere with Verifications Screening Bundle - Flat Rate

This bundle includes an Identity Verification to confirm the applicant's SSN & provide previous addresses. A County Criminal Records Check & Federal Criminal Records Check is performed/each name entered in those addresses used during the past 7 yrs. The National Criminal Compass electronic criminal database search is queried for the name entered & all alias names identified by the Identity Verification. Nationwide Sex Offender Check & National Security Data Searches are also performed. 5 yrs. of provided employment history is verified (up to 3 employers) & the highest degree earned as provided.

A La Carte Items

State Repository Criminal Check

Criminal information search in statewide criminal records repository in the state requested. Searches are per name checked unless otherwise noted. Not available in all states. Availability of historical records will vary by court. Repositories may limit results to convictions and/or serious felonies.

County Criminal Records Check

Criminal information search in the primary criminal state court in the jurisdiction(s) requested. Searches are per court & per name checked unless otherwise noted. Availability of historical records varies by court but will include a minimum of 7 yrs.

Civil Records Check

Civil information search in the primary civil court in the jurisdiction(s) requested. Searches are per court & per name checked unless otherwise noted. Availability of historical records is limited by law.

Federal Criminal Records Check

Criminal Records matching your applicant's name in the jurisdiction(s) requested are checked. Searches are per court & per name checked unless otherwise noted.

National Criminal Compass - Locator Search

Electronic criminal records are reviewed from 50 States. Data sources vary by state but may include state & county court dockets, incarceration records & arrest records. If a possible matching record is found, the result is verified with the source/court to confirm the match & ensure accuracy. Searches are per name checked.

National Criminal Compass Expanded - Locator Search

Electronic criminal records are reviewed from 50 States. Data sources vary by state but may include state & county court dockets, incarceration records & arrest records. If a possible matching record is found in the database, the result is verified with the source/court to confirm the match & ensure accuracy. Searches are per name checked. This also includes the National Sex Offender Check & National Security Data Search. Searches are per name checked.

International Criminal Check

Search for criminal information in the international jurisdictions requested. Coverage area includes 200 foreign countries. Specify addresses when ordering or the courts of the country capital will be searched by default.

National Security Data Search

Verification of the applicant's name does not appear on barred lists associated with a search of over 17 sources including OFAC, the FBI's Most Wanted Persons & various terrorist watch lists.

Nationwide Sex Offender Check

Nationwide search of sex offender records in all 50 states plus D.C. Records shielded from public disclosure - not accessible.

Driving Record

Driving History compiled from any of the states where records are available by law. All results returned in compliance with the DPPA. NH & PA have specific requirements.

Drug Test

Five (5) Panel Screen for Amphetamines, Cannabinoids, Cocaine Metabolite, Opiates, Phencyclidine (PCP). A Ten (10) Panel Screen is also available. Includes MRO review.

Education Verification

Degrees or certificates claimed by applicant are confirmed & the accreditation of the issuing body checked.

Employment History Verification

Confirmation of employment dates, title & eligibility for rehire (where available). Scope will include a developed search of those employers provided during the ordering process & those found during the specified period from available sources. The default search period is 7 years, but clients can request 3 or 5 years if desired.

5 Year Employment History Verification

5-year Employment History Verification conducted (up to 3 employers, as provided).

5 Year Employment History with Verification of Highest Degree Earned

5 year developed Employment History Verification (up to 3 employers). If provided, the highest degree earned by applicant is confirmed & the accreditation of the issuing body checked.

Reference Check - Employment

References as provided are contacted. Client develops a list of up to 10 probing questions to ask/reference. Answers will be documented & returned.

Reference Check Bundle

Up to 3 references contacted. Up to 10 probing questions asked/reference from a pre-determined list of questions. Answers will be summarized & returned.

Electronic Reference 360 Survey

Electronic collection of detailed responses to up to 10 customizable probing questions from references. Reference email addresses required for this service.

Professional Credential Verification

Verification of professional licenses, certifications, or other credentials.

Social Media Search

Using a combination of tech & human expertise, search to review a subject's online presence. 7 yrs of publicly available content analyzed for possible adverse behaviors including racism/intolerance, violence, potentially illegal activity, & sexually explicit material. To ensure fairness & reduce bias, the report includes a review to redact protected class information pertaining to the subject.

Executive Summary

This optional report header summarizes the status & the results of each report service component. *Fee per report.*

Identity Verification

Credit header data reviewed to uncover historical addresses. The SSN will be checked against the death master index & the issue state & date range will be provided.

Expanded Identity Verification

Credit header data reviewed to uncover historical addresses & establish a match between the SSN & the applicant's name. The SSN will be checked against the death master index & the issue state & date range will be provided.

Financial/Bank Sanctions Check

Applicant (or vendor) screened to determine if institution's governing authority has levied sanctions. Checks for FRB, FDIC, NCUA, OCC & OTS offered. This service may also be run to check all existing employees & contractors on an annual or bi-annual basis.

Healthcare Exclusions Check

Screen applicants, employees' vendors, or providers to determine if healthcare exclusions have been issued by DHHS-OIG or the federal System of Awards Management (SAM). For an additional fee, a search for state level sanctions can also be completed & used to monitor employees' vendors, or providers monthly. Hits are verified.

Notes: All services described are for US jurisdiction only unless specified. Additional surcharges or telecommunication fees may apply to foreign services.

Recommendation: CIS suggests using a minimum of a 7-year criminal search of state & federal court records in the jurisdictions where the applicant has lived in combination with the National Criminal Compass electronic database locator product. Additional records may be found by expanding the search to include jurisdictions where the applicant has worked or attended school.