



ASURINT

BACKGROUND SCREENING SOLUTIONS

**ASURINT SOLUTION
GUIDE**

A SURE WAY
TO BETTER BACKGROUND
SCREENS



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CIVIL BACKGROUND SEARCHES

Federal Civil

Federal civil searches include records that involve alleged violations of federal statutory or constitutional rights. These civil cases are brought by individuals, businesses or governmental entities regarding monetary damages, request injunctions to stop the allegedly illegal behavior or monetarily pursue other remedies provided by law. Federal civil cases deal with many issues, including interstate commerce, anti-trust activity and violations of federal law.

County Civil (Upper & Lower)

County civil searches provide records related to litigation over state law issues. The data is retrieved directly from the individual counties. The type of filings available can vary from county to county, but generally, every type of civil case is available. This is a manual search of county court records and goes back 7 years.

CRIMINAL BACKGROUND SEARCHES

State & Local

State and local criminal background screening quickly and comprehensively searches an applicant's relevant address history while still returning 4 out of 5 candidate results in the same day. Addresses are identified using the SSN Trace and can be set up to be automatically included in each search. All searches also include felonies and misdemeanors, and multiple address lookback options are available upon request.

Asurint's criminal background screen options include:

- **Standard:** State and local court search for all jurisdictions within the most recent 7 years of the candidate's address history.
- **Comprehensive:** State and local court search for all jurisdictions within the most recent 10 years of the candidate's address history.
- **Unlimited:** State and local court search for all jurisdictions within the candidate's address history.
- **A-la-carte:** Requested search of a particular jurisdiction (county or state) outside of the candidate's address history.

Additional Names

An additional name, sometimes called an 'alias,' is a name that a candidate has gone by in the past. Searching for additional names is important to a thorough background screen and potentially increases the number of candidate records found. Asurint automatically identifies additional names using a candidate's SSN trace.

Additional name search options are available (1 additional, 3 additional, or unlimited additional) and can be added to state and local, federal, and international searches.

Federal

A search across all federal district courts. Crimes tried in U.S. district courts generally involve violations of the constitution or federal law and may not appear on county court records. These crimes may include tax evasion, embezzlement, bank robbery, kidnapping, mail fraud, and other federal statute violations. Reportable cases will be returned from states in a candidate's address history.

International

A search for criminal activity outside of the United States. Asurint offers searches in more than 250 foreign countries, territories, and dependencies – where legally available to offer – and results include convictions based on the country's laws and regulations.

SANCTIONS

Sex Offender Registry (SOR)

Sex Offender Registry searches from all 50 states and many U.S. territories and tribes are included within a state and local search. A standalone search, or a specific state, can also be requested.

OFAC / Patriot Act

Asurint's Patriot Act Report provides an instant search of over 100 national and international security and sanction lists such as (not limited to):

1. Office of the Inspector General (OIG)
2. Health and Human Services Exclusions List
3. Office of Foreign Assets Control (OFAC)
4. Specially Designated Nationals List
5. Interpol Fugitives List
6. FBI Most Wanted List
7. General Services Administration (GSA)

These lists include individuals and businesses involved in terrorist activities, money laundering, illegal imports, fraud against government agencies, violations of federal banking regulations and fugitives from justice.

Child Abuse Registry

Search of a state repository for names involved in reports of child abuse, neglect, or maltreatment. Individual involvement may include the alleged perpetrator, victim, and caretaker. State-by-state guidelines may require a candidate signed authorization prior to running a state repository child abuse search.

Adult Abuse Registry

Search of a state repository for individuals that have committed adult abuse, neglect, mistreatment, or financial exploitation. State-by-state guidelines may require a candidate signed authorization prior to running a state repository adult abuse search.

COMPLIANCE & ADJUDICATION TOOLS

Adverse Action

Asurint can process Pre-Adverse and Adverse Action letters on your behalf by either email or physical mail. As part of that communication, candidates also receive a unique PIN allowing them to access, view, and print their consumer report and associated Federal and State Summary of Rights from Asurint's secure portal.

Asurint's adverse action services also assist with employer requirements under local, county, and state ban the box or fair chance laws which include allowing for customized letters and waiting periods by jurisdiction.

Candidate Adjudication Assistant

Candidate Adjudication Assistant (CAA) uses customized adjudication criteria to assess all criminal records on background checks. CAA will flag a report for further review automatically when offenses are found that could potentially impact hiring, significantly reducing time spent performing initial review of reports.

Multiple sets of adjudication criteria can also be configured to account for different hiring roles or client requirements.

Consumer Reports

Under the Fair Credit Reporting Act (FCRA), candidates can obtain a free copy of their consumer report by contacting Asurint directly. Where required by state law, Asurint can also send out a copy of the consumer report on your behalf. Additionally, you can enable your account to always provide a copy of the consumer report to candidates once completed.

SOCIAL SECURITY NUMBER SEARCHES

Verifynd (SSN Trace)

Asurint's Verifynd product provides essential information needed for comprehensive background screening. A candidate's social security number (SSN) is matched against third-party sources to identify their previous names and addresses. Asurint uses that detail to identify what jurisdictions to conduct a criminal search in.

SSN Trace Level 2 (SSN Address History)

Asurint's SSN Trace Level 2 can also serve as the basis for identifying criminal search jurisdictions and additional names. The candidate's SSN, full name and date of birth are matched against an FCRA compliant data source to identify addresses that have been validated as belonging to the candidate.

Consent Based Social Security Verification (CBSV)

CBSV verifies whether a name and SSN combination matches the data in the Social Security Administration's (SSA) records.

Each SSN and name combination submitted to CBSV will return with a "yes" or "no" verification code indicating that the submission either matches or does not match the SSA records. The CBSV product does not verify an individual's identity or that the SSN belongs to the candidate.

HEALTHCARE SOLUTIONS

Pre-Hire Solutions

Fraud and Abuse Control Information System (FACIS®)

Provided through our partnership with Verisys, FACIS is the most robust search option for healthcare professionals. FACIS searches include information on disciplinary actions ranging from exclusions and debarments to letters of reprimand and probation.

FACIS Level 1:

Meets the federal government's minimum requirements as outlined in the OIG's Compliance Program Guidance and includes the following: OIG, GSA, DEA, FDA, PHS, ORI, TRICARE and OFAC-SDN data (federal only) and Medicare Opt-Out.

FACIS Level 3:

The gold standard of sanction and exclusionary searches, FACIS 3 includes all FACIS 1 sources in addition to sanctioning boards from all 56 U.S. jurisdictions, and across all provider types.

Nurse Abuse Registry

Search of a state repository for nurse aides that are barred from working in nursing homes due to documented cases of abuse, neglect, or misappropriation of property.

Post-Hire Solutions

Healthcare License Monitoring

The Healthcare License Monitoring product provides a point-in-time verification of a professional license number including status, issue and expiration date, primary source information, as well as a PDF link of any disciplinary action, current or historical, published by the source.

Healthcare License Monitoring looks for a change in license status over the course of time. All licenses will be monitored for status changes published by the primary sources and/or for renewal upon expiration. A license verification is performed with the state licensing source agency for which the provider is identified as having state board licensure. The status of the license reflects what state or condition the license is in and ability to practice.

Healthcare Exclusion Monitoring (FACIS 3)

Healthcare Exclusion Monitoring (FACIS 3) will monitor a provider by continuing to gather data from all FACIS 3 sources. Any new potential matches will be verified and returned.

Healthcare Exclusion Monitoring (FACIS 1M)

Healthcare Exclusion Monitoring (FACIS 1M) will monitor a provider by continuing to gather data from all FACIS 1M sources. Any new potential matches will be verified and returned. 

DRUG TESTING & MEDICAL SERVICES

Drug Testing

Asurint offers lab-based drug testing with a multitude of panel configuration options. Supported by a national collection site network of 16,000 facilities, we support the following lab-based options:

- Urinalysis
- Hair Testing
- Lab-Based Oral Fluids Testing
- Instant Point-of-Care Drug Testing Options

All initial screens are confirmed, and confirmed positive results are reviewed and verified by a certified Medical Review Officer. We support Department of Transportation-regulated testing as well as other regulated industries. In addition to traditional lab-based testing, Asurint also has instant kits available to help reduce the turnaround time and cost of a drug testing program.

Asurint also offers a wide array of instant point of care drug testing options. We offer instant urine and oral fluids devices in multiple panel configurations, supported with a system integration that allows for instant result storage, automated product ordering and shipment tracking, and inventory control.

Medical Services

With the growing need for occupational health services, Asurint offers a wide variety of medical service tests. We partner with a large network of facilities to execute the needs of your screening program, including:

1. Back Evaluations
2. Breath Alcohol Testing
3. Lift Tests
4. Physical Exams
5. Titers Testing
6. Vaccinations
7. X-Rays
8. and more!

FINANCIAL SOLUTIONS

Credit Report

Asurint partners with one of the three nationwide credit bureaus to obtain a candidate's credit history report. Asurint's Credit Report provides the consumer's payment history, including collections, trade account information, public record information, employment history and a consumer statement that displays any personal statements by the subject of the report that was submitted to the credit bureaus for inclusion. Credit scores are not provided. Note: in some cities, counties, and states, employers may not use credit reports as part of an employment-related decision unless an applicable exemption is met.

Federal Bankruptcy

Asurint will search Federal bankruptcy cases to locate potential bankruptcy filings. All bankruptcy cases are managed in federal courts under rules outlined in the U.S. Bankruptcy Code. Cases tried in these courts are those arising under Chapters 7, 9, 11, 12, 13, and 15 of the U.S. Bankruptcy Code. They can be sought for an individual, by spouses together, by a corporation or other entity.

MOTOR VEHICLE/DRIVING RECORDS

Driving Records / Motor Vehicle Report (MVR)

Motor Vehicle Records reveal an individual's driving history. The history search includes license validity, suspensions, restrictions, vehicle violations, accidents, and drug and/or alcohol related driving offenses.

Pre-Employment Screening Program (PSP)

Provided by the Department of Transportation (DOT) Federal Motor Carrier Safety Administration (FMCSA). PSP records can only be requested for pre-employment screening and require driver/applicant consent. PSP is a nationwide search of a driver's complete history; therefore, it is recommended users search all CDLs and DLs held by the driver over the last 5 years. The report contains the most recent 5 years of crash data and the most recent 3 years of roadside inspection data, including serious safety violations, from the FMCSA MCMIS (Motor Carrier Management Information System) for an individual driver. The record displays a snapshot in time, based on the most recent MCMIS data load to the PSP system.

Commercial Driver's License Information System (CDLIS)

CDLIS is a national database of commercial drivers' license numbers. CDLIS results include current and up to 3 previous CDLs for states where one has been issued for the candidate. In addition to current CDL verification, CDLIS CDL history provides information needed to conduct further, comprehensive searches of a candidate's driving history – see CDLIS Complete.

CDLIS Complete

The CDLIS Complete product automatically orders a Driving Records / Motor Vehicle Report (MVR) search for states that that return for a license. The automation logic behind CDLIS Complete also minimizes duplicates by comparing each state and license number from CDLIS to MVRs already on the order. All information is reported back in a consolidated, easy-to-read report.

DOT Verification

FMCSA Drug & Alcohol Clearinghouse

The FMCSA Drug & Alcohol Clearinghouse is a database of CDL drug and alcohol violations. FMCSA-regulated employers are required to search the Clearinghouse for an employee's violation history prior to hiring a driver to perform safety sensitive functions, as well as on an annual basis. Asurint can support full and limited queries.

DOT Employment Verification

For non-FMCSA-regulated employers, Asurint's DOT Employment Verification product includes standard Employment Verification as well as drug & alcohol violation questions.

VERIFICATION SEARCHES

Education Verification

Asurint provides verification of education status in a specified Post-Secondary Education Institution, High School, or GED and includes verification of the degree type earned, dates of attendance, and graduation date. You can opt to verify the highest degree earned or elect to check multiple degrees based on the role.

Employment Verification

Employment verifications will confirm a candidate's employment history. Asurint will verify the dates of employment, position held, and eligibility for rehire. You can choose to verify the last known employer or do a complete candidate employment history. As a standard, Asurint does not verify salary or compensation history.

Employment Gap Analysis

To address any potential gaps in dates of consecutive employment, and to apply a consistent standard to those gaps, Asurint has a GAP Analysis Report. You can set an interval (e.g., 90 days) that will provide an alert if the candidate has a verified gap between employers of greater duration. Asurint will confirm if these gaps are accurate or if information was missing at the time the order was placed.

Professional License Verification

Asurint provides Professional License by direct source verification. You can submit requests for professions such as Medical Doctor, Dental Hygienist, Registered Nurse, Social Worker, etc. Asurint can verify any professional license detail that is publicly available. Asurint will report if the license is valid, when it will expire, and other related information.

Professional Reference

Asurint conducts professional reference verifications by contacting parties identified by candidates as potential sources of reference. Custom questions can be created to suit your organization's needs.

Personal Reference

Personal reference verification is conducted by contacting a candidate's identified references. Custom questions can be created to suit your organization's needs.

Workers' Compensation

A Workers' Compensation Search looks for claims within a specified state. Although these searches can offer some valuable information in assessing safety risks, there are laws that prohibit when and how these records can be used. Asurint recommends that you consult with qualified legal counsel before requesting workers' compensation records as part of a screening program.

eVerify®

Asurint offers an integrated eVerify search solution that instantly confirms an individual's eligibility to work in the United States, including citizens and nationals of the United States and aliens authorized to work. It also provides an instant electronic validation of a newly hired employee's social security number. This information is verified by the Department of Homeland Security, in partnership with the Social Security Administration.

A Memorandum of Understanding must be completed by the customer designating Asurint as their Designated Agent for this program. eVerify is completed within 3 days after an employee's first day of work.

Form I-9

The Form I-9 search instantly confirms an individual's identity and authorization to work in the United States, including citizens and nationals of the United States and aliens authorized to work. This process is completely electronic and simplifies the Form I-9 process. The search must be conducted post-hire, within 3 days of the employee's start date. With an electronic submission process, all data is stored and available for auditing purposes.

CANDIDATE EXPERIENCE

Candidate Direct Portal

Asurint's Candidate Direct Portal (CDP) provides a seamless and secure way for candidates to enter details needed to perform a background check. Candidates are sent a link to the CDP via email and can access it from their computer or smartphone.

The candidate provides date of birth, social security number, address history, work history, and other relevant personal information. They are also prompted to sign customizable authorization and disclosure forms that can account for specific state or local requirements.

ABOUT ASURINT

Since 2006, Asurint has been redefining how background searches are done, solving problems, and reducing anxiety for recruiters and their candidates throughout the hiring process. Using innovative tools that aid in faster turnaround times, more accurate information, and seamless integrations, Asurint provides the only background screen optimized to deliver the truth on demand.

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