



**U.S. Information Search**

# BACKGROUND CHECK SERVICES OVERVIEW

# Criminal Records

Criminal Records can be checked on the Federal, State, and County level. The most accurate searches cover all three. In addition, records can be searched over 200 Countries.

## **Federal Criminal Records Search**

Federal district courts can be searched for crimes that occurred on federal property and convictions of federal laws such as Tax evasion, mail and wire fraud, drug trafficking, immigration law violations and postal offenses.

Records provide a criminal history from the date of disposition, parole or release from imprisonment.

## **Multi State Criminal & National Sex Offender Registry**

This is an instant criminal database search. Search results vary based on jurisdiction from Felony convictions to details including records from traffic courts and Sex Offender Registries.

For a detailed listing of what is searched contact:

[www.usinformationsearch.com](http://www.usinformationsearch.com)

# Criminal Records

## **County Criminal Record Search**

County criminal searches are considered the most detailed level of criminal record searching.

Typically, we recommend to our clients that they search the Counties where your subject has lived during the last 7 years.

AKA's that are identified in an applicant's Social Security Trace can also be searched for the highest level of accuracy.

## **International Criminal Record Search**

Criminal records can be searched in over 200 Countries around the world.

For more information on the options available contact:

[www.usinformationsearch.com](http://www.usinformationsearch.com)

# Civil Records Search

## **Federal Civil Records Search (District)**

Search of Federal district courts for civil cases involving alleged violations of federal statutes or constitutional rights.

Cases may be brought by individuals, companies or governmental entities seeking monetary damages, an injunction, and/or another remedy provided by law.

Case information will include the party name, case title, the court in which the case is located, case number, filing date, nature of suit and closing date.

## **County Civil Records Search**

This search provides a quick and affordable way to learn if a person or company is involved in any litigation.

The data comes directly from the individual counties and contains filings of court cases containing all plaintiffs, defendants, case numbers, and date of filings. The type of filings available does vary from county to county.

# Financial & Identity

## **Credit Reports**

The credit report run by U.S. Information Search is designed for employment purposes, so they do not count as an inquiry on the individual's report or reveal either date of birth or a credit score.

The report may include verification of the applicants' name, their current address and up to two previous addresses, current phone number, current employer, up to three previous employers, and any aliases associated with the Social Security Number. The credit summary portion of the report contains the complete file including public records (i.e., liens, judgments, etc.), collection accounts, current or previous delinquent accounts, types of credit, total indebtedness, and "profile" (i.e., account charged off, repossessed, etc.).

## **Social Security Number Trace + Past Address History Search**

The Social Security Trace checks the validity of an applicant's Social Security Number against proprietary databases. The trace also identifies AKA's that have been used or other names that are attached to the number. Address history for the last 7 years is usually listed. These searches are critical for detailed criminal searches.

# Driving Record Search

## Driving Record Search

Driving record checks are most often run when someone will be driving as part of their work.

Motor vehicle information can also expose important information about an applicant's judgment.

By searching an applicant's driving record, we learn about suspended licenses, failures to appear in court and arrest warrants.

In addition, drug and alcohol related driving offenses, such as driving under the influence and possession of drugs, may serve as a warning of potential substance abuse problems that can affect job performance.

# Education Verification

Statistics reveal that education is one of the things that applicants falsify most often on employment applications.

U.S. Information Search generally verifies college degrees, unless clients ask that we verify high school also or “highest degree” earned.

U.S. Information Search Education Verification will report the applicant’s dates of attendance, graduation date and degree earned. Some educational institutions will report GPA.



# Employment Verification

Past Employment Verification is recommended for all employees. It is approximated that 40% of all resumes and employment applications contain falsified information.

The in-house Reference and Verification Department at U.S. Information Search offers verification of the employer's name, applicant's title, and dates of employment. If the company will answer additional questions, we ask the following questions and ask for a rating of from 1-10:

- How was the employee's attendance?
- Are they eligible for re-hire?
- Do they work well with others?
- How are the employee's work habits?
- How are the employee's written and verbal communication skills? Was there any disciplinary action taken against the employee?
- Overall performance?
- Reason for leaving the company?
- Any other comments?



# FACIS

Fraud & Abuse Control Information System (FACIS) is a vast database detailing improper actions of individuals and entities sanctioned in the healthcare field.

This includes information on disciplinary actions ranging from exclusions and debarments to letters of reprimand and probation. It is widely used by hospitals, pharmacies, healthcare systems, insurance companies and home health companies in order to meet state and federal hiring regulations.

# OIG Search

An Office of the Inspector General (OIG) Search is widely used investigation tool for hospitals, pharmacies, insurance companies and other companies in the healthcare field.

An OIG investigations background check, identifies individuals who have been sanctioned for identity theft or abusing the government healthcare and welfare systems.

# OFAC

Through The Office of Foreign Assets Control (OFAC), the U.S. Treasury Department administers and enforces economic and trade sanctions based on U.S. foreign policy and national security goals.

Of specific interest to OFAC are countries and individuals engaged in terrorism, international narcotics trafficking, those engaged in activities related to the proliferation of weapons of mass destruction, and other threats to the national security, foreign policy or economy of the United States.

By incorporating this sanctions background check into your employment screening, you can identify whether any job candidate is on the government's OFAC watch list.

This employment investigation is especially relevant to multinational companies or companies hiring foreign staff.

# NPDB

Congress created the National Practitioner's Databank (NPDB) in response to increasing medical malpractice litigation and the need to ensure high quality of care.

You can use the NPDB database to perform comprehensive sanctions background checks and to identify physicians and other healthcare practitioners who have been reported as incompetent or have engaged in unprofessional activities.

As part of a comprehensive background check, this sanctions check is intended to augment, not replace, traditional forms of credentials review.

# Worker's Compensation

As premiums for workers' compensation insurance escalate, employers must control costs and protect themselves from applicants who have abused workers' compensation claims in the past.

A Workers' Compensation History Check allows you to quickly determine whether an applicant or employee has a record or history of filing workers' compensation claims in any one state.

It may also reveal specific injuries that could hinder an applicant from performing certain job duties.

This search is not available in all states.