

How to evaluate and select your Background Screening vendor

Many employers are surprised to discover that the Employment Background Screening Industry is NOT nationally regulated. Consequently, the careful selection of a background screening provider is mission critical to ensure the highest levels of expertise with sensitive-data security for an effective hiring program.

The following twenty-five questions will enable you to effectively compare and evaluate the many companies that have begun to offer employment background screening.

Evaluating Background Screening Companies	HIRESAFE	
When was your Background Screening business established?	1997	
Are you a licensed investigative agency approved to operate by your state?	YES	
Do you maintain Errors & Omissions / Professional Liability Insurance?	YES	
Can you supply client references?	YES	
Do you have a municipality and/or city license?	YES	
Do you occupy an office in a commercial building?	YES	
Do you normally charge setup or signup fees, or have minimum purchase requirements?	NO	
Do you require a performance contract for services?	NO	
Are you an Accredited Member of the Better Business Bureau?	YES	
Are you a member of National Association of Professional Background Screeners?	YES	
Are you a member of any professional investigative associations?	YES	
Do you provide FCRA and/or state required documents and forms?	YES	
Can we call your office and speak to someone about questions or to discuss results?	YES	
Can we place orders online at anytime, and can we view pending orders and final results there?	YES	
Can we build our own reporting format based upon our specific needs?	YES	
Will we be advised as to the best search components for us?	YES	
Are you a full-service hiring solutions provider beyond just background checks?	YES	
Is your firm "Safe Harbor Certified" to perform screenings of applicants from the EU (European Union)?	YES	
Do you search for both felonies and misdemeanors when available?	YES	
When a criminal hit is reported, does a knowledgeable person in your firm review the findings to determine if there are any legal issues in reporting the findings (as opposed to having the information entered by a court researcher)?	YES	
If a client orders a "multi-jurisdictional" database, do you re-verify any criminal "hit" at the courthouse level for maximum accuracy, instead of simply relying on notifying the applicant of a potential hit?	YES	
What is your average turn-around time?	48 hours	
If there is a delay for reasons that are out of your control, are your clients notified online with notes and the anticipated ETA of information?	YES	
Do you have data protection, privacy security and data breach policies?	YES	
Is all work performed in the USA to protect privacy and control quality (i.e., nothing sent offshore to India or other places)?	YES	