



American Drug Testing

Drug-Free Workplace Programs

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DRUG-FREE WORKPLACE ADVISOR

AN ONGOING SERIES TO PROTECT YOUR COMPANY BY HELPING TO KEEP DRUGS OUT OF YOUR WORKPLACE.

The Lowdown on Background Checks, Part I

Should you perform background checks as part of your pre-employment process? Background checks reveal lies in resumes, and fill in the 'blanks' in the interview process. This helps the job selection process and ensures employment of only legitimate and honest candidates with no



criminal history. Carrying out thorough background checks protects an employer against possible, future

lawsuits. Further, globalization has made it easier for peo-

“Searches reveal, among other crimes, histories of sexual offences and violence – employer’s two major areas of legal liability.”

ple to leave behind their former lives and identities, and carry on, afresh, in another town, state or even country, erasing any stains on their character as they go. Records and data are scattered and do not always link up. It is pretty, futile, relying on the information supplied by an applicant for a job and a criminal is very unlikely to reveal a true picture of their past lives.

Is there “one” type of background check? The answer is no, there are many types of that you can use—each one revealing something different about the candidate. The following are some common background checks, and explains their specific advantages.

Credit History: An employment credit report let’s you know an applicant’s level of financial responsibility, which can be particularly when hir-

ing for certain positions. This search provides a trend report detailing an applicant’s ability to meet regular financial obligations and pertinent public records, such as collections, lawsuits or judgments. Identification information, former addresses and past employment may be included. American Drug Testing strongly endorses and supports the letter and spirit of the Fair Credit Reporting Act, believing it recognizes and safeguards the public, while being responsible for the fair treatment of consumers. All searches are conducted thoroughly, while protecting the legal rights of all applicants at the same time.

Federal (National) Criminal History: (Criminal Offender Database) – Contains more than 180 million criminal record files from a multitude of federal, state and local criminal record repositories. Applicants with prior criminal records don’t always reveal vital information. Searches reveal, among other crimes, histories of sexual offences and violence – employer’s two major areas of legal liability. Information revealed through this search can identify high risk applicants, helping you prevent internal theft of your company assets, trade secrets and technologies. We conduct only

100% in person, real time searches to provide the most comprehensive, up to date information available.

Personal References: References provided by applicants will be contacted directly.

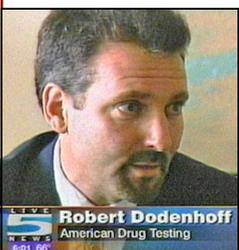
Criminal History (County): - We’ll perform both a national criminal database check as well as physical county record check. The national criminal database does not contain records for every single county within the United

States. A large percentage of crimes on record can be found within the current county of residence for an individual. *Next issue: More Background Checks*

American Drug Testing is a leading provider of comprehensive background checks for all of your employment needs. Order instant background checks on American Drug Testing’s website at www.AmericanDrugTesting.net or call us at (843) 747-4111 for more information.



The Drug-Free Workplace Advisor is published by



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