



Accutrace, Inc. Pre Employment Screening Services Fact Sheet

Your company's success largely depends on the people you hire. Employment background checks are an important part of the strategy to ensure that the highest quality personnel join your team. The numbers speak for themselves: 43% of those seeking employment misrepresent information on their resume or application, and 8% of applicants have criminal history records. A staggering 1 out of every 10 employees have used drugs in the workplace. Background screening is an invaluable contribution to mitigating the risk of hiring candidates with backgrounds that expose you to liability.

Accutrace, Inc. provides a full-spectrum of domestic and international background screening and credentialing solutions for businesses and organizations of all sizes.

Our full suite of screening and credentialing services range from data verification and collection to full-credentialing and proactive credentials tracking. With Accutrace you always get complete, concise, compliant and accurate reports at the right price—delivered directly to you through our user-friendly and secure web-based ordering system. Simply stated, we provide you with the resources necessary to make safe and informed decisions whether you're hiring a new employee, leasing property or recruiting volunteers. Accutrace will design the right solution for you.

Screening and Background Verification Services include:

- Criminal History Records Search (county, statewide, nationwide, federal)
- Education, training and certificate verifications
- Employment, Professional and Personal Reference Verifications
- I9, E-Verify, SSN and Address Trace Identity Verifications
- Sanctions & Exclusions (FACIS, OIG, GSA, NPDB, DEA)
- Job readiness Physicals,
- Drug Testing
- Driving Records History

Services Available

- Deal Directly with Applicants to bring through your hiring process.
- FCRA support and Adverse-Action fulfillment
- Applicant online self-registration and payment for screening
- Full applicant on-boarding and credentialing packages
- Best Practice consultations
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Technology

- User friendly online system for Order Entry and results retrievals
- Integration with your ATS/HRIS system

Contact us today to learn how Accutrace helps safeguard businesses from today's employee employment related threats.

How Accutrace Drives Best Practices

Accutrace delivers more than two decades of experience and expertise. Throughout our history we have helped to shape industry practices and have led many technical and operational initiatives. We consult with each client to help identify, implement, and sustain best practices throughout each background screening solution.

Statutory and Regulatory Compliance All Accutrace services, from criminal background checks and fingerprinting, to drug testing and adverse action notification, are executed in full compliance with state, federal, and industry rules and regulations. We work closely with legislative officials as well as regulatory agencies such as TSA, FAA, DOT, FCRA and the U.S. State Department to ensure our services, and our clients' screening practices, meet or exceed all mandates.

Limiting Risk and Liability Accutrace works with each client to identify the most effective suite of services to limit exposure to risk and liability. Whether it be risk of financial fraud, intellectual property security, workplace misconduct, theft, harassment or other liability, Accutrace can help clients identify consistent and effective employment screening practices.

Identifying High-Value Applicants Accutrace offers a broad-range of screening services that provide a wealth of accurate and relevant applicant data for use in selecting the best-qualified applicants. We help clients design job-based screening packages that identify and disclose the highly relevant details necessary for thorough hiring evaluations in each job position.



Economy and Efficiency Accutrace can help design service packages that maximize screening benefits, while also containing cost-per-hire. Our workflow solutions, administrative services and management controls also help drive down costs-per-transaction and reduce the time invested by your staff.

Organizational Control Accutrace can enhance the administration and oversight of screening programs for large and/or complex organizations. Our management and invoice systems can define multiple service groups, by business unit, department, region, franchise or other segmentation. Well-defined service groups improve both compliance and cost allocation.



Process Automation/Integration Accutrace can help automate aspects of HR workflow to help ensure adherence to employment procedures. Our user interface integrates diverse screening, administrative and management services within a single, easy-to-use platform.

Systems Integration Accutrace services can be incorporated into your existing workflow solution through integration with your proprietary or third-party HRMS or ATS. Systems integration strengthens the strategic contribution that screening services can make to your organization.

Administrative Services Accutrace provides administrative services solutions, such as adjudication, FCRA compliance and online application processing, to help clients improve compliance, speed transaction processing and reduce employee overhead.

Detailed Reporting Accutrace offers an extensive array of built-in reporting controls that provide easy, on-demand access to highly-detailed usage reports. We can also provide customized reports through a variety of channels to ensure you have complete access to the data necessary for effective management.

Please call for more information: 888-543-7223