



# What Your **GOODHIRE PERSONAL** Background Check Shows

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If you're looking for a job, you'll probably encounter an employment background check. Nearly 70% of employers run them. One of the best ways to remove the stress of wondering what will be returned is to run one on yourself. This guide explains exactly what you – and potential employers – can find out in an employment background check.

## Why Salary And State Laws Matter

Background checks can return information about employment and education history, professional license status, and criminal records. Laws that govern this reporting use salary and other factors to determine what can and can't be reported.

If the salary for your position is **less than \$75,000**, certain information (such as civil judgments, governmental sanctions, and discipline on professional licenses) that's older than seven years **will not** appear in your background check results. However, if the salary for your position is **\$75,000 or more**, that information may appear in your results, even if it's older than seven years.

Criminal **convictions are always reported**, regardless of salary level, unless laws in the state where you live restrict conviction information to the past seven years.

## Arrests Without Conviction

GoodHire doesn't include arrests that didn't result in conviction in your background check results. We do this because we believe it reinforces fairness in hiring and to conform to Equal Employment Opportunity Commission (EEOC) guidelines.

Keep in mind that other background checking companies may include this information in a background check.

## Award-winning GoodHire

helps job seekers take control of their background check results. If your results contain a criminal record, gaps in employment, or some other alert that might raise flags for employers, GoodHire empowers you to tell a more complete story – in your own words.

**HRO**<sup>TODAY</sup> Baker's Dozen  
Customer Satisfaction Ratings  
**PRE-EMPLOYMENT SCREENING**  
○○○○○—○○○○○  
*2018 Midsize Program Winner*

# What's Included With A GoodHire Personal Background Check

Depending on the options you choose, your GoodHire background check may include information from the following searches:



## SSN Trace + Resident Counties

**What is it?** This check verifies your Social Security number and checks for other names, aliases, and previous addresses associated with it. If you order a background check package that includes county-level checks, your address history will determine which counties' records are searched.

### What's included in the results?

**Relevant counties.** Previous counties you've lived in or conducted business in are listed. If a county appears that you haven't lived in, it's because your name and credit information are linked to this location.



## 7 Year County Court Check

**What is it?** This is the most complete and accurate search GoodHire provides. It will search up to three county courts' records, based on counties you've lived in in the last seven years. In many cases, a researcher will visit the courthouse and perform a search for records based on the identifiers you provide to GoodHire.

### What's included in the results? \*\*

**All criminal convictions.** All criminal convictions, including sentencing information where available, will appear in your background check results. (See exceptions.)



## National Criminal Databases Search \*

**What is it?** This is a nationwide search in which hundreds of online criminal justice sources are searched for criminal record data. However, many courts and law enforcement agencies don't provide data to this database. Therefore, it's possible that a national criminal search won't show a record that would be reported in a county search. This initial search is often used to reveal "traveling" offenses committed in locations where you haven't lived.

### What's included in the results? \*\*

**All criminal convictions.** All criminal convictions found, including sentencing information where available, will appear in your background check results. (See exceptions.)

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\* **Federal cases are not included results when you run a background check on yourself.** If you've been charged with or convicted of a federal offense, this information won't appear on a GoodHire True Me background check you run on yourself. GoodHire does offer federal searches to employers, though, so federal offenses could appear if an employer runs a background check on you.

\*\* **Results include any cases in which you were prosecuted as an adult.** In addition:

- Convictions will be reported regardless of age of the offense, unless you live in a state that restricts the reporting of convictions to seven years from the date of disposition (CA, KS, MA, MD, MT, NH, NM, NY, and WA) or in Hawaii, which limits convictions to 10 years.
- All pending cases, including original charge and case activity where available, will be included in your background check results. This includes any case that is currently pending in court or is not marked within the database as closed.



## Education And Employment Verification

**What is it?** These verifications confirm your tenure with an employer or your enrollment or degree from an academic institution. Employers use these checks to verify the credentials you provide on your application or resume. Keep in mind that a single order for employment verification or education verification results in only the verification of one specified institution. If you want to verify more than one employer and/or academic institution, you must order a verification for each.

### What's included in the results?

A verification will confirm any record of employment, enrollment, or degree associated with the employer or academic institution you specify. Dates of employment and/or attendance will be provided if they're on record.



## Sex Offender List Search

**What is it?** This is a national search of sex offender registries that are available electronically by law. Some jurisdictions restrict the electronic reporting of certain offenses, so these won't appear in a background check.

### What's included in the results?

**All records of registration.** Because a new registration is created each time a registered sex offender relocates, multiple records may be reported for a single sex offender.



## Professional License Verification

**What is it?** This search will verify that you currently hold a professional license in a particular field and whether or not that license is active.

### What's included in the results?

Your license status, and other information, such as issue date and expiration date, will be reported when available.

## GOOD TO KNOW

Federal and state laws regulate the contents of all background checks. The same laws that apply to employment background checks ordered by an employer also apply to employment background checks you order for yourself.



## Domestic Watch List Search

**What is it?** This search checks the FBI and the U.S. Treasury Department's Office of Foreign Asset Control's list of wanted criminals and terrorists in the United States.

### What's included in the results?

If your identifiers match those associated with a person on the list, we'll report which list your name appears on.

# Other Checks Employers Can Order Through GoodHire

Employers can order a few additional searches through GoodHire that we can't offer directly to you.



## Drug Screening

**What is it?** Your employer may request that you take a 4-panel, 5-panel or 10-panel drug test as part of the hiring process. You will provide a urine specimen at a lab near you, and this specimen will be tested for the presence of the substances included in the panel.

### What's included in the results?

If none of the substances tested are found, the drug test will be reported as a negative result. If a substance is detected, the specimen will be reviewed by a Medical Review Officer (MRO) to confirm the presence of that substance. If the presence is confirmed, a positive result will be reported in the background check results.



## Motor Vehicle Record Search

**What is it?** A motor vehicle record search returns your driving history as provided by your licensing state's Department of Motor Vehicles (DMV). You can check your own motor vehicle records through your state DMV.

### What's included in the results?

State laws vary as to what information may be provided to a third party. Some states provide all violations on file with the DMV or Department of Transportation. Others restrict this information to the past three or five years. Any judgments that a court communicates to your state's DMV may appear on your motor vehicle record.



## Employment Credit Report

**What is it?** In states and cities that allow it, employers may order an employment credit report as part of your background check. This is a **"soft inquiry"** that doesn't affect your credit score. Lenders can't see which employers have requested your credit check.

### What's included in the results?

Depending on the agency (Transunion, Experian, or Equifax), information reported to your employer may include address history, employment history, number of open accounts, delinquent accounts, past due balances, bankruptcies, and other account information. **Your credit score is not provided as part of an employment-related credit check.** If you're interested in getting a free copy of your credit report from one of these agencies, please visit [www.annualcreditreport.com](http://www.annualcreditreport.com). This is the official website created under the Fair and Accurate Credit Transactions Act through which consumers may obtain one free credit report per year.

## Get Your GoodHire Background Check Today

**GET STARTED**

Learn How GoodHire Works For You.

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| [855.496.1572](tel:855.496.1572)

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GoodHire provides customizable background screening services for businesses of all sizes. Through innovative, secure technology, integrations with leading HR platforms, and built-in compliance workflows, GoodHire speeds and simplifies the background check process to help customers build teams based on trust, safety, and fairness. Its award-winning platform empowers applicants to take ownership of their information, and enables employers to make individualized assessments for fair hiring decisions. GoodHire is owned and operated by Silicon Valley-based Inflection, a leader in trust and safety solutions since 2006. © 2019 GoodHire. All Rights Reserved.