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## SERVICE DESCRIPTION

**Social Security Number Trace:** Allows verification of identity and provides current and previous residential history. This trace provides aliases/AKA's/maiden/legal name change names used under the social security number. Social Security Trace information is derived from all major credit reporting agencies. This search is an instant search administered through a database.

**County Criminal Search:** Searches county level records for Felony/Misdemeanor criminal activity. This search is a physical criminal record search. Suggested searches would include, but are not limited to current residence, former residence, county of employment and county of school attending/attended. General search parameters include seven or ten years. Most records are identified by subject's name and date of birth.

**County Civil Search:** Searches county level records for civil action. This search is a physical record search. General search parameters include seven or ten years. Most records are identified by subject's name only.

**Statewide Criminal Search:** Searches the statewide criminal repository for Felony/Misdemeanor records. Years searched parameters vary by state. Most records are identified by name, date of birth, and social security number. Statewide Criminal Search option is not available in all states.

**Federal Criminal Search:** Searches the United States Federal Courts for criminal records. Suggested searches would include, but are not limited to; current residence, former residence, county of employment, and county of school attending/attended. General search parameters include seven or ten years. Most records are identified by subject's name and date of birth.

**MBI National Criminal Files:** Searches one of the largest Criminal Records Databases in the nation, containing more than 240 million criminal records. The search includes but is not limited to Sex Offender Search, Federal Bureau of Investigations Most Wanted Search, and Office of Foreign Assets Control Search. The contributing source list for each state is included with every search. Records are located by name and date of birth.

**Sex Offender Registry Search:** Searches the applicant's name and date of birth against one of the largest databases for a possible sex offender. Provides states of registry and searches registered sex offenders in all 50 states. Can be search on a state to state basis or on a Multi-state basis, which includes all states.

**Homeland Security Search:** Searches over 130 National & International Terrorist, Fugitive and Debarment lists including the Office of Foreign Assets Control (OFAC) and Specially Designated Nationals (SDN).

**Office of Inspector General (OIG) Search:** Provides information to the health care industry, patients and public regarding individuals and entities currently excluded from participation in Medicare, Medicaid, and all other Federal health care programs.

**Medtrace (FACIS- Fraud and Abuse Control Information System):** Searches the Federal, Medicare, Medicaid Sanctions listing of individuals or entities that are prohibited from participating in government programs and information on fraud abuse specific to the medical industry. This will ensure that you continue to receive any federal grant monies. A Level III search is the standard performed for a most comprehensive search.

**National Practitioner Databank:** MBI acts as authorized agent to access database records for practitioner's licensure, professional society memberships, medical malpractice payment history, and records of clinical privileges.

**Employment Verification:** Verifies current or previous employment history. Information verifiable includes: dates of employment, title(s), salary, duties, reason for leaving, and rehire eligibility. Information released varies due to various company policies. International employment verification service is also available.

**Education Verification:** Verifies applicant's current or previous enrollment/degree/diploma history. Information verifiable includes: dates of enrollment, date of degree/diploma received, grade point average (GPA), and educational credits received. Information released varies due to various educational institute policies. International education verification service is also available.

**References:** Performed on a professional or personal level to gather feedback regarding character, work ethic, dependability and/or capabilities.

**Professional License Verification:** Verifies applicant's professional license/s. Information verifiable includes: date of issuance, expiration of license, type of license, and state in which license was issued. Information released varies due to various issuing authority policies.

**I-9 Verification:** Validates legal rights to work and identifies current employees with falsified Social Security numbers through the Social Security Administration's Employee Verification Service (EVS). Also provides I-9 compliance service and secure online I-9 form storage.

**Worker's Compensation Claim History:** Searches the applicant's worker compensation claims. Claim history information released on the applicant varies from each state. Worker's Compensation searches are not available in all states.

**Motor Vehicle Report (MVR):** Searches the applicant's license for validation, status, date expired, traffic violations, accidents, restrictions and endorsements. Length of history parameters vary for each state. Most states provide instant motor vehicle reports.

**Pre-Employment Screening Program (PSP):** Provides commercial drivers' safety histories including 5-year crash history (all DOT reportable crashes) and 3-year roadside inspection and violation history.

**Employee Credit Report (PEER® - Pre-Employment Evaluation Reports):** A PEER report provides credit history and financial related public records on an applicant. The PEER report is instant and is fully compliant with the Fair Credit Reporting Act.

**Drug Screening:** MBI Worldwide partners with eScreen™ to provide an array of testing products with the ease of paperless operations. Results can be combined with background screening results for one, comprehensive report. Other screening options also available.

**Exit Interviews:** Series of questions asked to an employee upon leaving an organization. Elicits feedback to help companies improve workplace environment and retain future employees.

**Adverse Action Process:** MBI Worldwide can provide the proper notices to the candidate that they could be denied employment based on information in a consumer report. Under federal law, if the employer uses information from the consumer report to make an adverse decision – that is: denying the job applicant, terminating the employee, rescinding a job offer, or denying a promotion this process must be applied.

**FFIEC Search:** This service is specific for the financial industry. It encompasses four searches in one: FRB: Board of Governors of the Federal Reserve System, FDIC: Federal Deposit Insurance Corporation, NCUA: National Credit Union Administration, and OCC: Office of the Comptroller of the Currency.