

## How Employers Use Background Checks

The National Association of Professional Background Screeners (NAPBS) teamed up with HR.com to conduct their third-annual study of how Human Resources Professionals use background reports.



### About The Study

The NAPBS was established to “promote a high level of ethics and performance standards for the screening industry.” For the last three years they have worked with HR.com to interview thousands of human resources professionals about their background screening process. They recently released the results of their 2019 survey.



96% of employers run background checks

### Background Checks Are Universal

According to the survey, 96% of employers run background checks to help make business-related decisions. The majority initiate the screening process after extending a conditional job offer. This is a good practice as many states have laws that stipulate background checks can only be run after a conditional offer is made.

The survey revealed:

- 86% of the HR Professionals screen all full-time employees.
  - 67% also screen all part-time employees.
- The employment umbrella includes applicants, existing employees, contractors and vendors.

### Why Background Checks Are Run

As it was in previous years, the number one reason employers run background checks is safety. 85% of the respondents said they do background screening to protect employees, customers and the public.

Other top reasons included:

- Ensuring the quality of hires.
- Protecting company reputation.
- Legal requirements.
- Preventing theft and other criminal activities.



### What HR Professionals Look For In Background Checks

Accuracy was once again selected as the most critical feature of a background check. Assuring accuracy begins with identity verification. Consumer Reporting Agencies use personal identifiers, such as a Social Security Number, Date of Birth and full name, to confirm the subject's identity before starting a background investigation.

Once a person's identity is verified, their address history can be used to determine where to run targeted criminal searches.



## Most Requested Components

County, state and nationwide criminal searches are among the most common components in every background check, with Sex Offender Registry searches also of high priority.

Other common components include:

- Education & Employment Verification.
- Motor Vehicle Record Searches.
- License/Credential Verification.
- Drug Testing.



## Global Screening

Nearly 95% of the employers surveyed reported that international screening is a priority. This is for applicants who are from other countries and Americans who lived overseas for more than a year.

International background screening can include identity verification, criminal searches and credit reports. Each country has their own regulations on how records may be accessed/used.



## Most HR Professionals Document Their Screening Policies

We often stress the importance of maintaining written hiring and background screening policies. Out of the people surveyed, 75% do just that. This documentation can contain information about:

When a background check will be run.  
Complying with federal, state and local laws.  
Maintaining a fair, transparent and non-discriminatory process.  
If your organization is accused of illegal or unfair practices, having this documentation will demonstrate you have compliance policies in place that every employee is expected to follow. Before finalizing your document, have it reviewed and approved by legal counsel.

## Always Run Background Checks

As the study confirmed, running background checks on anyone who might represent your brand is essential. Today, many employers perform extra due diligence by running annual background checks on existing employees. This shows if someone who works for you incurs a new conviction of which you should be aware.

Backgrounds Online is proud to be an accredited CRA that provides background checks containing only reportable information. If you have questions about running background reports or screening best practices, please contact us. Our FCRA-certified team members are here to assist you Monday through Friday from 5am to 6pm PT.