



backgrounds online

Background Checks & Screening Solutions

BambooHR API Integration



Begin by setting up background screening hiring statuses within your BambooHR account, located under **Settings > Hiring > Add Status**.



Home My Info Employees Hiring Reports Files

Search...

Settings

- Account
- Access Levels
- Employee Fields
- Approvals
- Apps
- Benefits
- Company Directory
- Email Alerts
- Employee Satisfaction

Hiring

- Holidays
- Logo & Color
- Offboarding
- Onboarding
- Performance
- Time Off
- Time Tracking
- Training

Hiring

- Candidate Statuses
- Email Templates
- Offer Templates

Candidate Statuses

Status Name

Active Statuses

Reviewed

Schedule Phone Screen

Phone Screened

Schedule Interview

Interviewed

Put on Hold

Checking References

Background Check Request

Background Check Started

Background Check Completed

Temp Test

+ Add Status

Not Hired Because...

Not a Fit

Declined Offer

Not Qualified

Over Qualified

These statuses serve as triggers for initiating a background check, sending notifications when a background check is in progress and alerting you when results are ready to review.

To connect your BambooHR and Backgrounds Online accounts, [login to BackgroundsOnline.com](https://backgroundsonline.com) and navigate to the Integrations section.

Integrations

Settings Invoices Pricing Integrations

Bamboo HR

Connect your BambooHR account to initiate background check requests on candidates once they reach a chosen status in your hiring flow.

Configure your subdomain

BambooHR Subdomain .bamboohr.com

Connection Status 

Save

Cancel

Configure your subdomain by entering the first portion of your BambooHR URL and clicking the Save button.

Supported Applicant Tracking Systems



































Integrations

Bamboo HR

Connect your BambooHR account to initiate background check requests on candidates once they reach a chosen status in your hiring flow.

Configure your subdomain

backgroundsonlinesandbox.bamboohr.com
Connection Status ✔

Once the connection is complete, you're returned to your Backgrounds Online account. The Status will indicate a successful connection.

Configure your package options

Select the Bamboo HR status you'll use to initiate a background check request and the package you'd like to use for each request.

Select Initiate Status

Background Check Request

Select Package

Standard State

Designate the BambooHR hiring status you wish to use to initiate a background check and the default package.

Cancel

Save

Configure your results notifications

Select the Bamboo HR statuses you'd like to use for receiving background check processing and results notifications.

Select Pending Status

Background Check Started

Select Completed Status

Background Check Completed

Cancel

Save

Finally, designate the Bamboo hiring statuses you'd like to use for in-process and results notifications.

← Candidates



You're now ready to initiate background checks. To do so, navigate to the candidate you'd like to background check and update their hiring status to the one you previously designated. They'll receive an email notification with a secure link to authorize the background check package you selected.



Background Check Request

Dear **Lloyd Cruz**,

Backgrounds Online has partnered with Backgrounds Online to run your background check.

Simply click the link below to securely sign the electronic consent forms and provide the personal information necessary to run your background check.

[Begin Background Check](#)

Please note: your background check link is specific to you and is time sensitive.

Questions? [See our FAQs](#)

Backgrounds Online
1915 21st St. Sacramento, CA 95811
800-838-4804
support@bgonline.com



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Background Screening Solutions

Applied 4 months ago

New

New

Active Statuses

- Reviewed
- Schedule Phone Screen
- Phone Screened
- Schedule Interview
- Interviewed
- Put on Hold
- Checking References
- Background Check Request**
- Background Check Started
- Background Check Completed

Create Offer Letter

Hire

Address
Canada

BambooHR Hiring App ×
Review resumes, email candidates, and more with the BambooHR Hiring app.
Get it free for [iOS](#) or [Android](#).



Lloyd Cruz

Applied on Mar 14, 2019 (4 months ago)

 Candidate Info

 Notes (1)

Comments 1

History 3

All

 Comments



Add a comment...



Jeremy Ferro

Today at 10:40 AM

Background check is in progress.

Copy and paste this link to check status:

<https://clients.backgroundsonline.com/v3/account/reports?orderID=970007>

 Reply

When your candidate submits the information we need to process a background check, their profile's hiring status will update to reflect the status you've designated as the in-process indicator. Additionally, you'll receive a convenient note containing a Backgrounds Online link you may copy/paste into your browser to obtain more information on the order.

Background Check Start... ▾

 <http://www.linkedin.com>

Desired Pay


Available Start Date
Apr 16, 2019

Phone

Email

Website, Blog or Portfolio
<http://www.blogger.com>

Address
Canada

 **BambooHR Hiring App** ×
Review resumes, email candidates, and more with the BambooHR Hiring app.
Get it free for [iOS](#) or [Android](#).

+ Candidates

Next: Sally S Smith →
Background Check Started

 **Lloyd Cruz**
Applied on Mar 14, 2019 (4 months ago)



 Candidate Info

 Notes (2)


Once the background check is complete, the candidate's hiring status will update to reflect the status you've designated as the results indicator.

Comments 2 History 4 All

Background Check Com... ▾

 Comments

You'll be informed if there is information on the background check you may wish to review and shown a link you can copy/paste into your browser to view/download the full report at Backgrounds Online.

 Add a comment...

 **Jeremy Ferro**
Today at 10:44 AM
Background check completed on 07/12/19. No adverse information found.
<http://dev.clients.backgroundsonline.com/Report.aspx?orderid=42ccadbe-de50-4b0f-9035-c2083e6bcc25&accountID=0bc5a789-498f-4d27-9948-35a8d40aa0a9>
 Reply



Available Start Date
Apr 16, 2019


Phone
1- 604-555-2122

Email
lloyd@efficientoffice.com

Website, Blog or Portfolio
<http://www.blogger.com>

Address
Canada

 **Jeremy Ferro**
Today at 10:40 AM
Background check is in progress.
Copy and paste this link to check status:
<https://clients.backgroundsonline.com/v3/account/reports?orderID=970007>
 Reply

 **BambooHR Hiring App** ×
Review resumes, email candidates, and more with the BambooHR Hiring app.
Get it free for [iOS](#) or [Android](#).

Message

Delete
 Reply
 Reply All
 Forward
 Attachment
 Meeting
 Move
 Junk
 Rules
 Read/Unread
 Categorize
 Follow Up

Your Background Order (205061) is complete



Support (Backgrounds Online)

Monday, March 11, 2019 at 1:19 PM

[Show Details](#)

You'll also receive an email notification that background check results are ready, just in-case you're not currently logged in to your BambooHR



Background Check Completed

Dear

The background check for **Test G Test** has been completed.

We thank you for your business and look forward to further assisting you with your hiring needs.

Sincerely,
Backgrounds Online Support Team



[View Report](#)

Backgrounds Online
1915 21st St. Sacramento, CA 95811
800-838-4804
support@bgonline.com

This notification also includes a direct link to view the full results.

Report: Lloyd Cruz



Report Actions:

Choose Action

Update

Once you've logged into BackgroundsOnline.com you'll be presented with the background check results in web and print friendly formats.

Prepared exclusively for Backgrounds Online This report of the information as to the subject of the investigation, records. Information generated as a result of identity theft, accurately associated with the consumer who is the affiliates make no recommendation as to interpretation

of the information. By acceptance of this report, the client accepts full responsibility for any use or disclosure of this report or its contents. Backgrounds Online, 1915 21st Street, Sacramento, CA 95811. Phone: 800.838.4804

Our files are available for review at no charge, by certified mail or telephonically or electronically with proper identification.

Nuestros archivos están disponibles para revisar sin ningún cargo a usted, por correo certificado o contacto telefónico o electrónicamente y con la identificación adecuada.

Subject Information

Full Report Completed on: 07/09/2019

Order ID:	966949	Address:	1915 21st
Full Name:	Lloyd Cruz	City:	Sacramento
SSN#:		State:	California
DOB:		Zip:	95811

Report Components:	Description:	Status:
• Social Security Number Trace		Completed
• Sex Offender Registry Search	Nationwide	Completed
• National Criminal Database Search	Nationwide	Completed
• Terrorist Watch List Search	Nationwide	Completed

Social Security Number Trace

Completed on: 07/09/2019

Search Criteria

Name Provided	Lloyd Cruz
SSN	xxx-xx-3395

Support

Email support@backgroundsonline.com

Phone 800-838-4804

Sales

Email sales@backgroundsonline.com



backgrounds online

Background Checks & Screening Solutions