

| SERVICE | BRIEF DESCRIPTION | TURNAROUND TIME |
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| Social Security Trace / Address Verification | Useful for verifying the identity of the applicant and providing information invaluable to conducting the criminal background check based on the address history provided by the social security trace. | 1 – 5 minutes |
| Criminal Background Checking <ul style="list-style-type: none"> ▶ County Court Criminal Conviction Search ▶ National Criminal Database Search ▶ Statewide Criminal Conviction Search ▶ Federal District Court Criminal Search ▶ Civil Court Search | Sterling directly accesses county, state, federal, and national electronic record repositories where available. Where such sources are not available, we employ hundreds of researchers located across the United States who personally access records on site at the applicable repository. The National Criminal Database Search provides multi-jurisdictional information and should be used as a supplemental search since not all counties and states are represented; The Statewide search provides felony and misdemeanor information whereas the Federal District Search provides white collar crime information. | 24 – 48 hours |
| Drug Testing | Our affiliation with all major drug-testing laboratories provides access to over 3,300 collection sites nationwide. Services available include oral fluid testing, urine screening, breath alcohol, blood, and hair testing. | 24 hours (negatives) 48 – 72 hours (positives) |
| Credit Report | Reports include information regarding trade accounts (credit cards, phone bills, car payments, insurance, mortgage, charge accounts), accounts that have had negative action on them (write-offs, bad debt, collections, foreclosures, repossession), and public records (civil judgments, tax liens, bankruptcy). | 1 – 5 minutes |
| Department of Motor Vehicle Report | Determines if the license is valid and identifies driving record history, including current status of license as well as any history of speeding, reckless driving, careless driving, driving under the influence, driving while intoxicated. Dates and causes of suspensions are also provided. | Same Day – 48 hours |
| Education Verification | Reports include dates of attendance to the specified institution, degrees/certificates obtained, dates of graduation, and grade point average. | 24 –72 hours |
| Reference Verification | Sterling maintains a network of bilingual verifiers across the United States who access our website in order to obtain the reference requests from our clients. Reference questions and procedures can also be customized to meet the requirements of the client. | 24 – 48 hrs. |
| Professional License Verification | Sterling will directly contact the appropriate licensing/regulatory agency to determine if the candidate is properly licensed to practice in each state specified. This search will verify that the license is currently valid as well as provide any history of violations. | 24 hours |
| Office of Inspector General (OIG) Search | The OIG Search, primarily performed for healthcare providers, will provide information regarding individuals or entities that are excluded from participating in Medicare, Medicaid and other federal care programs. Legal reasons, which include fraud, malpractice, embezzlement, defaulting on a loan, and forgery will be returned in the report. | Same Day |
| Sex Offender Search | There are a number of reasons to perform a sexual offender database search in addition to a criminal search including sealed State or County records, records residing in Family Court, or the original sexual offense may have been dropped to a lesser charge. Sexual offender searches are statewide, encompassing all counties within the State. In the event an individual moves, sexual offenders must register with their new State of residence. Many States will provide photos of the offender, ensuring accurate identification. | Within 24 hours |
| Fraud and Abuse Control Information System (FACIS) Search | With information culled from over 800 state and federal sources, FACIS reports provide sanction histories for a wide variety of healthcare professionals and related organizations. Individuals represented include physicians, nurses, dentists, counselors, social workers, midwives, and pharmacists. Among included entities are laboratories, home health agencies, insurance providers, residential care facilities, and ambulatory services. FACIS offers three different search profiles. <u>Level One:</u> Reports information fro OIG/GSA and other federal sources. This search meets minimum requirements set by the government for OIG compliance. <u>Level Two:</u> Reports information as level one, with the addition of licensing information from one state. <u>Level Three:</u> This search exceeds government requirements, providing OIG/GSA and additional federal information, plus licensing reports from all 50 states. Possible types of sanctions include exclusions, termination of license, suspension, revocation, probation, and debarments. | Same Day |
| Office of Foreign Assets Control (OFAC) Search | Individuals and companies, owned, controlled by, or acting on behalf of countries targeted by US foreign policy as terrorists and narcotics traffickers are identified as Specially Designated Nationals ("SDN"). These individuals and companies have their assets blocked and U.S. persons are generally prohibited from dealing with them. The SDN search is conducted using documentation provided by the US Treasury's Office of Foreign Assets Control ("OFAC"). | Same Day |
| National Retail Theft Database Search | This database records shoplifting and employee theft incidents from nearly 1,000 member companies. Most employee theft incidents are never prosecuted, meaning that the information in the National Retail Theft Database is not available anywhere else. It contains exclusive information shared only between members, and is constantly updated with new incidents. | Same Day |