

Profiles International partners with ClearStar to provide background screening solutions to its clients. Below is a brief overview of ClearStar. Your Profiles International Representative can introduce you to ClearStar to learn more or to engage ClearStar to meet your background screening objectives.

ClearStar has served the background screening industry for 20 years and employs industry experts, in all areas of its business. In addition to providing and maintaining the highest level of customer support, ClearStar provides quality services with efficient turnaround times at a competitive investment.

ClearStar provides clients with all the required documentation needed to conduct background checks including disclosure and authorization forms, adverse action letters, and summary of the applicant's rights under the Federal Credit Reporting Act (FCRA). Clients receive training on what is required from the applicant in order to conduct the background check, how screening orders are processed, how to read the completed report, and what actions to take when derogatory information is reported about the applicant.

Compliance is handled by ClearStar to ensure FCRA requirements are met and only compliant information is relayed in the final report. ClearStar Data Specialists review criminal record results to ensure compliance with FCRA and established industry best practices. The following information will NOT be included in reports:

- Misdemeanor convictions older than seven years from the date of conviction if the sentence contains no incarceration; seven years from the date of release when the sentence includes incarceration
- Felony convictions older than seven years from the final case disposition date including sentence dates in the following states: CA, KS, MA, MD, MT, NH, NM, NV, NY, and WA Note: Felony convictions in all other states will be reported regardless of the age.
- Cases resulting in non-convictions including, but not limited to, nolle prossed, dismissed, dead docket, acquitted, not guilty, not prosecuted, etc.
- Expunged, sealed and other non-public records
- Juvenile records
- First Offender/Youthful Offender cases where the defendant has satisfied all conditions of the court
- Cases dismissed after deferment
- Records that cannot be verified by at least two confirmed full matching identifiers
- Minor traffic offenses including violations, infractions and summary offenses

Ensuring your company is compliant is a ClearStar imperative! Regarding instant database searches, ClearStar ensures accuracy by verifying database hits at the source. The FCRA requires all records from a database be verified at the source. ClearStar has received Accreditation from NAPBS (National Association of Professional Background Screeners) for its high practice standards. Because many criminal record databases are compiled by non-government entities they are best utilized as indicators of possible records. Before releasing any record information retrieved from a database source, ClearStar verifies the information directly with the reporting jurisdiction. If the record does not belong to the applicant, or if the record did not result in a conviction, the information will be removed from the report before being released in the final product.

The navigational dashboard in ClearStar's system allows clients to create folders that make it easy to track and manage applicant profile reports. ClearStar offers multiple management reports to help ensure that your recruiting is giving you the results you need. Invoicing can be set up for auto-credit card pay or other convenient options. Various features allow efficiency in how screening costs are tracked, who can enter data (employer or the applicant), how searching for possible names or address history of applicants occurs as well as paperless chain of custody forms pertinent to drug screens. **Contact your Profiles International Representative to check out ClearStar to see and learn more!**

CONTACT:



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