

# SEARCH DESCRIPTIONS



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# Search Descriptions

## Multi-Jurisdictional Database/Alias Search

*[Scope: Minimum of 7 years]*

This search is included in all MinistrySafe Levels. Despite its limitations, this search is affordable for most Ministries and therefore MinistrySafe offers this search as a standalone product in our 'Level 1.' If your Ministry has a budget for a deeper, more comprehensive search, it is highly recommended that a higher Level is ordered – particularly one with *county* searches (Level 3 and above.)

**Although the most affordable, MinistrySafe never recommends the Multi-Jurisdictional Database/Alias Search as a standalone search.**

***The Multi-Jurisdictional Database/Alias Search includes Identity Research - 'Person Search' and the National Sex Offender Registry.***

### ***Multi-Jurisdictional Database/Alias Description***

This is a computerized search of a massive database of over 1.5 billion records, including alias names associated with a specific social security number. This database contains records stemming from:

- State databases
- Records from state agencies, such as County Courts, Department of Public Safety, Department of Corrections, and Administrative Office of Courts
- The Government Terrorist Watch List for all 50 States
- The Office of Inspector General and GSA *excluded parties* lists



#### **Caveat:**

Though this search *sounds* impressive, it provides a *basic* Multi-Jurisdictional Database Search. This is the primary product sold by Background Check vendors and is commonly represented as having significant value, when in fact its value is limited. The Multi-Jurisdictional Database Search has significant limitations, the most important of which is *the incomplete nature of the data*: not all records are available, some record sources aren't computerized, and some states or counties do not sell or provide their data.

*All court records reported are verified at the county of jurisdiction. Additional court access fees may apply, and vary from county to county.*

## ***Identity Research - 'Person Search' Description***

### ***[Scope: 7 years]***

The 'Person Search' examines the Social Security Number (SSN) to ensure that it is within a valid range, and identifies the state and year of issuance. The number is also checked against the deceased records of the Social Security Administration, providing protection against SSN fraud.

**It is important that Ministries ask for state or federally-issued identification to ensure that the applicant matches the likeness of the person providing the application information. Misrepresenting one's identity is the most basic way an individual with a court record may gain access to vulnerable populations.**

## ***National Sex Offender Registry Description***

### ***[Scope: Active registrants]***

A National Sex Offender Registry Search retrieves records related to individual state sex offender registries in all 50 states, including Indian Tribes and U.S. Territories. This search provides information concerning sex offenders who are required to *publicly register* within their state as a sexual or violent offender.

### **Caveat:**

Less than 10% of sexual abusers will encounter the criminal justice system ever – much less be convicted of a registration-level offense. As well, not *all* sex offenders are required to *publicly register*: an individual with a past criminal conviction of a sexual crime may NOT be listed on the national or state sex offender registry.

## **Motor Vehicle Record (MVR) Search**

### ***[Scope: 7 year maximum, varies per state]***



MinistrySafe offers this search in our Level 2, 4, and higher. The MVR Search is recommended for positions requiring driving, such as transportation of children or program participants, or any use of company vehicles.

**Description:** The MVR Search reports statewide driving records, including Commercial Driver's License status (CDL) for at least 3 years, oftentimes up to 7 years.

## County Records Search

### *[Scope: Minimum of 7 years]*

MinistrySafe offers this search in our Level 3 and higher. The majority of records related to sexual abuse and violent behaviors are prosecuted and maintained at the *county level*. County level searches reflect the most up-to-date records available from the county court of jurisdiction. County Records Search should be used as a *baseline* screening of applicants. Depending on the Level ordered, MinistrySafe runs either the applicant's *current* county of residence or an applicant's residence history.

**Description:** The County Records Search reports felony and misdemeanor cases, as well as some non-criminal cases. Searches go back at *least* seven years, per Federal Credit Reporting Act (FCRA) regulations. This search is limited to the applicant's county of residence(s).

*Court access fees may apply and vary from state to state.*

## Federal Court Criminal Search

### *[Scope: Minimum of 7 years]*

MinistrySafe offers this search in our Level 5 and higher. This search is particularly relevant in identifying court cases for charges related to pornographic exploitation of children and internet charges for enticing minors. As well, this search provides relevant information for screening *management and executive candidates* for white-collar and financial crimes.

**Description:** A Federal Court Criminal Search identifies criminal cases related to federal charges.

## Statewide Records Search

### *[Scope: Minimum of 7 years]*

MinistrySafe offers this search in our highest Levels. Although this search sounds more comprehensive than the County Records Search, *all states* do not require *all counties* to report to the state. Some states require that all counties report, while others have no Statewide Records Search available. If a Statewide Records Search is available, it may provide an extra layer of coverage when running a Background Check.

**Description:** A Statewide Records Search broadens the search for court records by checking multiple counties within the state, broadening the scope of Background Checks. Some states house records at a central repository.

*Court access fees may apply and vary from state to state.*

# Add On Searches

## Employment Credit Reports

*[Scope: 7 years]*

**Description:** PERSONA® reports reveal the scope of an applicant's financial relationships and performance, including debt obligations and payment history. This report is provided through Equifax and does not include a Fair Isaac Corporation (FICO) score, but supplies a *soft inquiry* into the applicant's credit history. *Soft inquiries do not affect credit scores and are not visible to lenders reviewing an applicant's credit reports. A soft inquiry replicates what an applicant would see viewing their own credit report—lines of credit, loans, payment history and any collections accounts.*

## Education Verifications

**Description:** Each educational institution listed by the applicant which granted a degree or certificate will be contacted to confirm the educational information provided by the applicant. Education Verifications may include dates of attendance, degree, major or program, and graduation date, if applicable.

*Additional access fees may apply.*



## Employment Verifications

**Description:** Each employer listed by the applicant will be contacted to verify the employment information provided by the applicant. This report may include dates of employment, the last position held and eligibility for rehire.

*Additional access fees may apply.*

## Reference Verifications - Email ONLY

**Description:** Automated Reference Verifications require the applicant to provide reference contact information. Each reference is contacted by email and prompted to complete a Reference Verification concerning the applicant. This Verification is added to the applicant's Background Check.

*Additional access fees may apply.*

*MinistrySafe strongly recommends that Reference Verifications be conducted by the Ministry, rather than electronically. If an automated process is chosen, MinistrySafe provides reference questions keyed to child protection in automated Reference Verifications.*

## Continuous Monitoring

**Description:** Continuous Monitoring provides near real-time alerts on new arrest activity involving law enforcement among staff members or volunteers and eliminates the need to 'wait' for Background Check Renewal to learn of such activity.



### For Whom?

Continuous Monitoring may be appropriate for staff members or high profile volunteers *about whom you cannot afford to be wrong*. What would you want to know in *real-time* if a staff member or volunteer had *new* arrest activity involving law enforcement?



### Available Jurisdictions:

Continuous Monitoring is currently available in these states: AL, AK, AZ, AR, CO, CT, DC, FL, GA, HI, ID, IN, IA, KS, LA, MD, MI, MN, MO, NE, NV, NH, NJ, NM, NC, ND, OH, OK, OR, PA, RI, SC, SD, TN, TX, UT, VA, WA, WV, and WI.

### Unavailable Jurisdictions:

Continuous Monitoring is currently unavailable in these states: CA, DE, IL, KY, ME, MA, MS, MT, NY VT and WY.

## International Criminal Records Search

**Description:** If an applicant has lived abroad, or currently lives abroad, Ministries may request an International Criminal Records Search. The International Criminal Records Search searches available jurisdictions in the applicable country in which the applicant has resided or currently resides. The scope of records reported varies by country. This search is limited to the country ordered, and will not return records within the United States unless a search within the U.S. is ordered.

## Negative Media International Search

**Description:** An International Criminal Records Search is not available in every country. If a country does not provide an International Criminal Records Search, a Negative Media Search may be conducted through private databases, public sanctions lists, media sources, and other public and private record repositories.