



OLR RESEARCH REPORT

December 21, 2011

2011-R-0469

LONG-TERM CARE EMPLOYEE BACKGROUND CHECKS

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You asked us to contact certain companies that Connecticut long-term care providers use to conduct employee background checks. Specifically, you asked us to contact Automatic Data Processing, Inc. (ADP), Kroll Inc., and Rental Services, Inc. (RSI Screening) to find out what services they perform when conducting these checks.

We contacted each of these agencies, all of which indicated that they customize employee background checks based on the needs of each long-term care provider. Companies offer a range of pre- and post-employment screening services, such as checks of criminal, driving, credit and workers compensation records; identity validations; and substance abuse testing. Each company is a member of the National Association of Professional Background Screeners, a nonprofit trade association and accrediting body for employment screening agencies.

ADP INC.

According to its website, ADP, Inc. has over 570,000 clients, making it one of the world's largest providers of outsourcing services, including human resource, payroll, tax, and benefits administration. ADP provides employee background checks based on each long-term care provider's needs. Services may include any of the following:

1. Social Security number and address history verification;

2. local, state, and federal criminal records checks;
3. credit and driving records checks;
4. checks of government registries including (a) sex offender, (b) U.S. Department of Health and Human Services (DHHS)(e.g., Medicare and Medicaid fraud, patient abuse, licensing board actions), and (c) government sanctions registries;
5. workers' compensation records checks;
6. employment, education, license, and personal reference verification; and
7. alcohol and drug screenings.

KROLL, INC.

Kroll, Inc. is part of the HireRight family of companies that provide, among other things, employment screening services. It develops an employee background check process that is tailored to each long-term care provider's requirements, budget, and candidate mix. It offers a range of services, including:

1. local, state, and federal criminal records checks;
2. credit and driving record checks;
3. employment, education, and professional reference verifications;
4. civil litigation records checks;
5. appearance on government sanction lists (e.g. sex offender and DHHS registries);
6. random drug and alcohol screenings; and
7. physical examinations.

RSI SCREENING, INC.

RSI Screening offers several types of pre-employment screening products to meet each organization's needs. All services can be ordered as part of a screening package or individually. For health care employers,

it offers a basic, moderate, or secure screening package. Table 1 lists the services provided in each package.

Table 1: RSI Screening, Inc. Background Check Services for Health Care Employers

Basic Screening Package	Moderate Screening Package	Secure Screening Package
7 year statewide criminal record or county of residence criminal record check	7 year statewide criminal record or county of residence criminal record check	7 year statewide criminal record or county of residence criminal record check
Social Security Number Verification	Social Security Number Verification	Social Security Number Verification
1-9 Verification (citizenship)	1-9 Verification	1-9 Verification
	Multi-state sexual offender search	Multi-state sexual offender search
		Residency history
		Five Panel Drug Screen

SOURCES

ADP, Inc., <http://www.adp.com/solutions/employer-services/pre-employment-services.aspx>, website last visited on December 20, 2011.

Kroll, Inc., <http://www.krollbackgroundscreening.com/>, website last visited on December 20, 2011.

RSI Sreening, Inc., <http://www.rsiscreening.com/aboutus.html>, website last visited on December 20, 2011.

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