



## **IPROVEIT Solutions Service Descriptions**

All IPROVEIT, LLC. pricing, additional fees, service offerings, and service availability are subject to change without notice. Client is responsible for all associated fees and will be invoiced when incurred by any service.

### **INSTANT DATABASE SERVICES**

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#### **National (Nationwide Criminal)**

With one search, you can explore more than 300 million criminal records from counties, Department of Corrections (DOC), Administration of the Court (AOC) and state sex offender registries covering 49 states and Washington, DC, Guam, and Puerto Rico. Also included are national and international terrorism sources, more than 3.1 million photos and our proprietary database of previously completed reports. Full source description available upon request.

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#### **National with Alias (National with SSN Trace/Alias)**

National with Alias is a multi-faceted search that combines National search with the known aliases provided from a SSN trace. With a name, date of birth and SSN, we report the state and the approximate date of issue of the SSN. We then run the SSN through the Death Master Index. Next, we run a SSN trace to obtain a list of alias names, including maiden names. We then use this information to make a final pass through our National criminal database.

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#### **State (Statewide Criminal)**

This search contains criminal record information from various reporting agencies throughout a single state. All 50 states (plus Washington, D.C.) are available. Examples of sources that may contribute data are Department of Corrections (DOC), Administration of Courts (AOC), county courts and sex offender registries within a state.

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#### **State with Alias (Statewide Crim with Alias)**

State with Alias combines a State service with the known aliases provided from a Social Security trace. All 50 states (plus Washington, D.C.) are available.

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#### **State Multi (MultiState Criminal)**

If you only want to search part of the United States, we offer regionalized packages of the National service. You get the same quality data from instant statewide criminal and sex offender registries, states and sex offender registries, but can custom design your search to include up to 15 states. All 50 states (plus Washington, D.C.) are available.

#### **State Multi with Alias (MultiState Crim with Alias)**

State Multi Alias combines a State Multi search with the known aliases provided from a Social Security trace.

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#### **SOR (Sex Offender Registry)**

With Sex Offender Registry search you will get information from 49 states (plus Washington, D.C.), Guam, and Puerto Rico all with photos.

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### **Watch List (Global Criminal)**

This service provides an instant database search of 27 national and international lists such as the Office of the Inspector General Health and Human Services Exclusions List, Office of Foreign Assets Control Specially Designated Nationals List, Interpol Fugitives List and FBI Most Wanted List. These lists include individuals involved in terrorist activities, money laundering, illegal imports, fraud against government agencies, violations of federal banking regulations and fugitives from justice.

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### **SSN (Social Security Trace)**

SSN provides a name and address trace based upon the Social Security Number, first and last name provided. It returns all addresses and phone number associated with the given Social Security Number.

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### **Eviction Statewide (Statewide Evictions)**

This search provides a database search of one of 48 states where eviction records are available. The two states unavailable are Vermont and Rhode Island. Results returned will typically provide plaintiff and defendant information and date of case. Based on the first and last name, date of birth, and Social Security Number, it returns all matching records.

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### **OIG LEIE Database (Medical Exclusion List)**

Office of Inspector General's List of Excluded Individuals/Entities lists include individuals and businesses excluded from participating in federally-funded health care program. Must use for any health-care business that participates in Medi-Care or other federally funded health program. Data updated monthly. Results may include name, address, DOB, professional classification, profession specialty, exclusion type, exclusion date, and reinstatement date. Search based on name match.

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### **OIG Plus**

In addition to the above, the OIG Plus includes additional sanction lists from GSA EPLS, FDA Disqualified or Restricted List, FDA Debarment List, DEA List 1 Chemical, DEA CSA & Retired Registrant List, TriCare Sanction List, and PHS Administrative Actions Listing.

#### **OIG Plus One State License Search**

In addition to the OIG Plus, a search is performed for disciplinary-action and sanction listings available within the selected state.

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### **OIG Plus All States License Search**

In addition to the OIG Plus, a search is performed for disciplinary-action and sanction listings available for all 50 states consisting of over 900 available regulatory and certification agencies.

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## **CRIMINAL RECORD SERVICES**

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### **County Felony/Misdemeanor**

A search of the local county Superior and Municipal court records provide the latest, most up-to-date records and disposition available. Searches are available throughout the US. Searches are performed based on first and last name, DOB and county.

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\*Court fees are applied

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### **Federal Criminal District**

A search of one of the 94 Federal Judicial District Court based on the county ordered for crimes involving federal laws. Searches are performed based on first and last name, DOB, SSN, and County.

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### **National Federal Criminal**

This is a repository search for federal criminal cases filed in U.S. District Courts nationwide. U.S. District Courts are trial courts for matters involving federal law. This repository is updated regularly. There are currently 31 District Courts not reporting into the national system on a regular basis. Please note that federal courts often do not record personal identifying information and the information is name match only.

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## **STATEWIDE CRIMINAL**

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### **Statewide – AL – AOC – NEW SERVICE**

A search of the Alabama Administrative Office of the Courts. Records contains trial court information for all state, civil, criminal, and traffic courts, and includes active and disposed cases.

### **Statewide – CO – CO Courts – COMING SOON**

The Colorado Courts Database contains millions of up-to-the minute court records in criminal, civil, traffic, and domestic relations going back as far as 1960. District or Felony Court; reports all felony convictions in Denver County.

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### **Statewide – FL – FDLE**

A criminal history search conducted through the Florida Department of Law Enforcement provides the most up-to-date information as available directly from the State. Results returned will contain felony and misdemeanor as well as indications if the subject has records outside of FL.

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### **Statewide – GA – GCIC**

A criminal history search conducted through the Georgia Crime Information Center (GCIC) of over 2.6 million people provides the most up-to-date information available directly from the State. Access to this service requires a faxed signed release from the subject. Results returned will contain felony and misdemeanor records as well as indications if the subject has warrants outside of GA.

\*Signed release must be submitted prior to processing.

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### **Statewide – IN – STATE POLICE – NEW SERVICE**

A criminal history search conducted through the Indiana State Police. Contains only felonies and class A misdemeanor convictions and arrests within the state of IN.

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### **Statewide – KY – AOC – NEW SERVICE**

A criminal search conducted through the Administrative Office of the Courts. Includes Circuit & District Courts with felony and misdemeanor cases for all 120 counties within KY.

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**Statewide – MI – STATE POLICE – NEW SERVICE**

This criminal search is conducted through the Michigan State Police. Includes felonies and misdemeanors reported to the state repository by law enforcement, prosecutors & courts in all 83 MI counties; (All counties are required to report all felonies and any misdemeanors that are punishable by a sentence of over 93 days.

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**Statewide – MO – State Police – NEW SERVICE**

A criminal search conducted through the Missouri State Police. Contains misdemeanor and felony convictions; arrest information is included when less than 30 days old; pending cases that are awaiting final disposition from court are also available.

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**Statewide – NY – AOC – NEW SERVICE**

This search is conducted through the New York Administrative Office of the Courts. Felonies, misdemeanors, violations, infractions in all NY counties are included.

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**Statewide – NC – AOC – NEW SERVICE**

A search conducted through the North Carolina Administrative Office of the Courts. Includes felonies, misdemeanors, violations, and traffic from all NC district and circuit courts.

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**Statewide – OK – OSBI – NEW SERVICE**

A search conducted through the Oklahoma Bureau of Investigation. Includes all felony and misdemeanor convictions reported to the state repository by all OK counties.

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**Statewide – OR – AOC – NEW SERVICE**

This search is conducted through the Oregon Administrative office of the courts and includes statewide felony and state level misdemeanor dispositions submitted to the state by courts from each county and other criminal justice agencies.

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**Statewide – SC – SLED – NEW SERVICE**

This search is conducted through the South Carolina Law Enforcement Division. The search includes all felonies and misdemeanors reported by all SC counties to the state repository.

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**Statewide – TN – AOC – NEW SERVICE**

This search is conducted through the Tennessee Administrative Office of the Courts and includes felonies and misdemeanors from TN District and Circuit Courts.

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**Statewide – TX – DPS – NEW SERVICE**

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A criminal search conducted through the Texas Department of Public Safety. Includes felony and misdemeanor convictions including deferred cases, reported by Texas counties to the State repository. Only conviction information is reported, no arrest or pending information available.

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#### **Statewide – UT – AOC – NEW SERVICE**

This search is conducted through the Utah Administrative Office of the Courts. Records include felony and misdemeanor case adjudicated guilty from all UT district courts.

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#### **Statewide – WA – AOC – NEW SERVICE**

A criminal search conducted through the Washington Administrative Office of the Courts. Contains records of felony and misdemeanor cases reported by all district and circuit courts within the State of WA.

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#### **Statewide – WI – AOC – NEW SERVICE**

This criminal search is conducted through the Wisconsin Administrative Office of the Courts. Records include all felony, misdemeanor, and traffic case reported by all district and circuit courts within the state of WI.

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### **CIVIL RECORD SERVICES**

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#### **County Civil – Upper Court (County Civil - Upper)**

County Civil Search examines the county civil courts' index for civil lawsuits, liens, and judgments (not divorces). By searching the court of general jurisdiction, it can be determined whether the individual or business has been the defendant in a civil lawsuit and the outcome of the case. The report includes: Plaintiff, Complaint, Civil Case Type, and Judgment.

\* Court fees are applied

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#### **Federal Bankruptcy District**

A search of one of the 94 Federal Judicial District court based on the county ordered for bankruptcy records. Searches are performed based on first and last name, DOB, SSN.

#### **Federal Civil District**

A search of one of the 94 Federal Judicial District Courts based on the county ordered for civil records. Searches are performed based on first and last name, DOB, SSN, and County.

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### **ORDER COMPLIANCE SERVICE**

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#### **Order Compliance**

Data specialists review criminal record results to ensure compliance with FCRA and established industry best practices.\*Turnaround time is 24 hours or less. This service only available for criminal record services provided by IPROVEIT , LLC including National Criminal, Instant State Criminal, Statewides, Federal and County Criminal.

\*Please contact customer support for complete record compliance details.

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## **DRIVING RECORDS SERVICES**

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### **Commercial Driving License Information System (CDLIS)**

Commercial Driver's License Information search for any prior licenses, current CDL and up to three prior licenses held by said individual. Provides user with: Present Jurisdictional State and Driver's License Number, Name, DOB, Social Security Number Match, Up to Three Previously held CDL Numbers, AKA Information. Complies with FMCSA requirements (§ 391.21-391.27). Mandated by the Commercial Motor Vehicle Safety Act (CMVSA) of 1986, CDLIS supports the issuance of commercial driver licenses (CDLs) by the jurisdictions, and assists jurisdictions in meeting the goals of the basic tenet "that each driver, nationwide, have only one driver license and one record through the cooperative exchange of commercial driver information between jurisdictions.

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### **Motor Vehicle Records (MVR)**

Driving Records available in 50 states. These reports can include records of: minor traffic violations up to felony and DUI's. Unless otherwise specified and an additional fee is paid, records are only searched back 3 years. Some states require additional fees that may apply.

- \* 3rd party fees are applied and may be billed separately
  - \* Signed release required
  - \* PA requires PA State release to be notarized and sent by mail
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## **VERIFICATION SERVICES**

### **Verification – Education (Education Verification)**

Our specialists will verify an applicant's educational background, confirming dates of attendance and highest degree completed. Certain Institutions require signed releases from the applicant in order to verify these searches.

- \* 3rd party fees are applied and may be billed separately
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### **Verification – Employment (Employment Verification)**

Our specialists will contact the applicant's prior employer and conduct a phone interview to verify the applicant's previous or current employment: start date, end date, title, salary and eligibility for rehire.

- \* 3rd party fees are applied and may be billed separately
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### **Verification – Prof Lic (Professional License Verification)**

We'll verify licenses held licensure status, expiration date and other information as provided by the licensing agency.

- \* 3rd party fees are applied and may be billed separately
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### **Verification – Landlord (Landlord Verification)**

Our specialist are trained verify all information submitted as well as ask pertinent questions to identify any hidden issues.

- \* 3rd party fees are applied and may be billed separately
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### **Verification – Personal/Professional (Personal/ Professional Reference)**

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Our specialist are trained verify all information submitted as well as ask pertinent questions to identify any hidden issues.

\* 3rd party fees are applied and may be billed separately

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#### **Verification – DOT Employment Verification**

This service verifies the applicant's previous or current Department of Transportation (DOT) related employment; start date, end date, title, salary, eligibility for rehire, and reason for leaving in addition to six standard DOT follow-up questions.

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#### **Verification - DOT Drug and Alcohol Questionnaire**

Our specialists obtain answers to the standard Department of Transportation (DOT) drug and alcohol questionnaire.

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### **DRUG SCREENING SERVICES**

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#### **5 Panel Urinalysis**

Amphetamines, Cocaine, Opiates, PCP and Marijuana. Includes collection, initial screen, confirmation GC/MS screen if needed, and MRO.

\* 3rd party collection site fees are applied and may be billed separately as needed.

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#### **8 Panel Urinalysis**

Amphetamines, Cocaine, Opiates, PCP, Marijuana, Barbiturates, Benzodiazepines and Methadone. Includes collection, initial screen, confirmation GC/MS screen if needed, and MRO.

\* 3rd party collection site fees are applied and may be billed separately as needed.

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#### **10 Panel Urinalysis**

A 10 panel urinalysis is offered with the labs of LabCorp and Quest to protect the workplace from the negative effects of alcohol and other drug abuses. All positive results are automatically confirmed through Gas Chromatography/ Mass Spectrometry. A MRO (Medical Review Officer who is a medical doctor and an expert in the substance abuse field) will review any screenings with positive results.

\* 3rd party collection site fees are applied and may be billed separately as needed.

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#### **5-Panel Urinalysis with Expanded Opiates**

Amphetamines, Cocaine, Opiates, PCP, Marijuana and Oxycodone. Includes collection, initial screen, confirmation GC/MS screen if needed, and MRO.

\* 3rd party collection site fees are applied and may be billed separately as needed.

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#### **10-Panel Urinalysis with Expanded Opiates**

Amphetamines, Cocaine, Opiates, PCP, Marijuana, Barbiturates, Benzodiazepines, Methadone, Propoxyphene, Methaqualone and Oxycodone. Includes collection, initial screen, confirmation GC/MS screen if needed, and MRO. If a 3rd party collection site is needed it may result in an additional fee.

\* 3rd party collection site fees are applied and may be billed separately as needed.

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### **5-Panel Hair**

Amphetamines, Cocaine, Opiates, PCP and Marijuana. Includes collection, initial screen, confirmation GC/MS screen if needed, and MRO.

\* 3rd party collection site fees are applied and may be billed separately as needed.

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### **5-Panel Saliva**

Amphetamines, Cocaine, Opiates, PCP and Marijuana. Includes overnight shipping to lab, initial screen, confirmation GC/MS screen if needed and MRO This device is self collected and uses a \$4.00 collection kit, sold separately.

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### **Healthcare Panel Urinalysis**

Amphetamines, Cocaine, Opiates, PCP, Marijuana, Barbiturates, Benzodiazepines, Methadone, Propoxyphene, Methaqualone, Alcohol, Tramadol, Meperidine and Oxycodone. Some of the above drugs are tested at lower cut-off levels than a standard drug screen. Includes collection, initial screen, confirmation GC/MS screen if needed, and MRO.

\* 3rd party collection site fees are applied and may be billed separately as needed.

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### **Steroid Panel Urinalysis**

Panel including Anabolic steroids, masking agents, stimulants, narcotics, beta-blockers & diuretics. Includes collection, initial screen, confirmation GC/MS screen if needed, and MRO.

\* 3rd party collection site fees are applied and may be billed separately as needed.

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### **DOT 5-Panel Urinalysis**

Amphetamines, Cocaine, Opiates, PCP and Marijuana. Fee includes collection, initial screen, confirmation GC/MS screen if needed, and MRO. Review all according to DOT Regulations 49 CFR Part 40.

\* 3rd party collection site fees are applied and may be billed separately as needed.

CREDIT BUREAU SERVICES - TRANS UNION

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### **SSN – Credit Bureau Search (SSN Trace – Credit Bureau)**

A search provides a name and address trace based upon the Social Security Number, first and last name provided. This search is based on the Trans Union Credit Header. It returns all addresses associated with the given Social Security Number.

\* Separate signed agreement required

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### **Credit – Employment (Employment Credit Report)**

The Employment Credit Report provides address and employment history, social security fraud and public records search, along with a financial summary. Public records can include bankruptcies, liens, judgments and collections. Available in text layout. This credit report of the applicant is for employment purpose only and complies with FCRA.

\* Separate signed agreement required

\* Signed release required

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### **Credit – Tenant (Tenant Credit Report)**

Credit reports include address and employment history, social security fraud and public records search, along with a financial summary. Public records can include bankruptcies, liens, judgments and collections. This credit report is available with or without FICO score.

- \* Separate signed agreement required
- \* Signed release required
- \* This report cannot be used for employment

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### **SITE INSPECTION**

#### **On Site Inspection**

On site Inspection includes verifying the location and nature of the business and answers a series of questions regarding the business to ensure compliance. Most inspections are complete within 3 business days; however, location and availability of a contact at the business to schedule the inspection may result in a longer turnaround time. The request must include a physical address, contact name, and phone number. Once an inspection has been set up, a cancellation will result in a \$20 cancellation fee.

\*The State of NV requires inspections be conducted by a licensed PI. There is an additional \$50 fee for NV site inspections.

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### **POST EMPLOYMENT VERIFICATION SERVICE**

#### **Worker's Compensation**

This post employment search will help identify applicants that may pose a safety threat to employers as well as the safety of other employees. Reports include date of accident, case number, type of injury, how injury was incurred, and how long employee was absent from work. Some states require additional fees that may apply.

- \* Not available in all states
  - \* State fees apply
  - \* Signed release required
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