

Background checks are an essential piece of the hiring process. If you're not conducting background checks, you should start immediately. Applicants often lie on their application. 45% of all resumes contain at least one fabrication, according to the Society for Human Resource Management. 6% of annual revenue is lost due to employee fraud. 17% of all crimes occur in the workplace.

A background check includes one or more of the following aspects:

- Reference checks
- Criminal records search
- Sex and violent offender search
- Terrorist search
- Credit history
- Driving records
- Employment verifications
- Social security number traces
- Education verification, and
- Verifying professional licenses

Conducting a background check allows employers to verify information the applicant provided on the application thereby verifying the truthfulness of the information contained therein. For certain positions conducting background checks is required rather than optional. Examples include positions where employees will be driving motor vehicles, handling money or working in a financial institution, law enforcement and security positions, or where the employee will be in close contact with children or patients.

## Tips for Employers:

- Be consistent and ensure that all applicants go through the same process. In other words, you cannot run a background check on one applicant and not another.
- Check state laws on credit history checks and whether there are limitations. Some states only allow employers to check credit on certain position based on the duties of that position.