

## **INSTANT OMNI CHECK FEES FOR BACKGROUND CHECKS**

The Texas Annual Conference along with the Conference Safe Sanctuary Committee has entered into an agreement with Background Information Systems Inc. of Dallas, Texas to provide background checks on youth and child workers in local churches. Effective January 1, 2005, each church in the Texas Annual Conference is encouraged to use this company in securing background checks on youth and child workers in our conference. We have worked out an agreement with Background Information Systems Inc. where an **“Unlimited”** number of National Criminal History and Sex Offender searches can be done by any church for a flat fee. This fee is based on church membership and is a one time fee per year. The scale of the “Omni “ search fee is listed below and is payable to the Texas Annual Conference. The Texas Annual Conference will bill each church that begins using this check with Background Information Systems Inc.. There is also an ala carte schedule of fees for other types of checks available to any church and those charges will be billed by BIS and payable to Background Information Systems Inc.. This Omni search is the **MINIMUM** search recommended by the Safe Sanctuary committee in order for workers and volunteers to be certified by the safe sanctuary certifying authority. It is a much more inclusive search than the Texas only search. This search contains information from over 100 jurisdictional and statewide criminal databases of 12 states, Department of Corrections databases from over 44 states, and National sex offender databases from 50 states. Criminal databases are being added to the Omni Search all of the time and as they are added they will be available at no additional cost. Once this search is requested, the results will come back instantly. In addition to the above listed search the following additional searches can be purchased for the prices listed below. Keep in mind that the only required check for safe sanctuary policy is the Omni search.

### **“Omni Search” Fee Schedule-- Payable to the Texas Annual Conference**

#### **“UNLIMITED OMNI SEARCHES”**

#### **CHURCH MEMBERSHIP    ANNUAL FEE    OR PAYABLE    MONTHLY**

<b>5,000 +</b>	<b>\$1,200.00</b>	<b>\$100.00</b>
<b>3,000 - 4,999</b>	<b>\$900.00</b>	<b>\$75.00</b>
<b>1,500 – 2,999</b>	<b>\$600.00</b>	<b>\$50.00</b>
<b>800 – 1,499</b>	<b>\$480.00</b>	<b>\$40.00</b>
<b>500 – 799</b>	<b>\$360.00</b>	<b>\$30.00</b>
<b>250 – 499</b>	<b>\$300.00</b>	<b>\$25.00</b>
<b>100 – 249</b>	<b>\$120.00</b>	<b>\$10.00</b>
<b>0 – 99</b>	<b>\$60.00</b>	<b>\$5.00</b>

**“Ala Carte Fees payable to Background Information Systems Inc.”**

Social Security Trace	\$3.00 per social security number
County Criminal Record Search	\$12.00* per name per county
Driving History/Motor Vehicle Report	\$12.00 per driver’s license number
Credit Reports	\$7.50 per name**
Employment Verification	\$13.00 per name
Education Verification	\$13.00 per name

\*plus actual court fees if any- most counties have no court fees

\*\*may require a site inspection fee to run credit reports

**Descriptions of Services**

- 1) Instant Social Security Trace- allows users to input a social security number and instantly retrieve names, aliases, dates of birth, addresses and the dates such information was reported to the credit bureau(s). This tool helps verify the accuracy and completeness of important information provided by the applicant and/or volunteer on the consent form.
- 2) County Criminal Record Check- a real time search of the county courthouse criminal records existing in the county specified to search.
- 3) Driving History/MVR- The Motor Vehicle Report is the driving record from a specified state's Department of Motor Vehicles (DMV). Motor Vehicle Reports include lists of such items as DUI arrests and convictions, reckless behavior, moving violations, and the status of the applicant's right to drive.
- 4) Credit Reports- A credit report is obtained from a credit bureau. The bureaus are repositories of trade information and public records, such as bankruptcy proceedings, collection accounts and civil litigation records. Employers must have a need to know and must have a special release signed by each applicant prior to running this search.

- 5) Employment Verification- Verification of previous employment is obtained through contact with a supervisor or the human resources department. BIS verifiers will place up to 3 calls per reference, if they are unable to make contact by the third attempt, we will report “Unable to Verify”. This verification report may include various job-related details, such as name of employer, dates employed, job title's, job performance, reason for leaving and eligibility for rehire.
- 6) Education Verification- Verification of education and degrees obtained. BIS verifiers will place up to 3 calls, if they are unable to make contact by the third attempt, we will report “Unable to Verify”.