



GREAT HIRING DECISIONS DON'T HAPPEN ON ACCIDENT

# Background Screening to help you hire the right candidate—every time.

**We've made it our business to protect yours.** We start with accurate, fast background screening reports, but never stop until you get exactly what you need. Have a busy season with spikes in hiring? We scale so you aren't slowed down. Need to change your screening package? You can, whenever you want. We top it off with Top Notch Service, so you'll always know that JDP has your back.

## Our screening solutions:

### **BACKGROUND SCREENING**

- SSN ID Search and Address History
- Federal, National, State, County Criminal
- International Criminal
- Sex Offender Database Checks
- Watch Lists
- Industry Specific Database Checks
- Motor Vehicle Reports
- Bankruptcy and Credit Reports
- Civil Court Records

### **VERIFICATIONS**

- Education and Employment
- Personal and Professional
- Professional Licenses
- Domestic and International

### **DRUG TESTING**

- Instant and Conventional
- Urine, Blood, Hair, Saliva
- DOT-Compliant Solutions

**Social media and health screening services also available.**

Don't see what you need here?

Email us at [inspiringhr@jdp.com](mailto:inspiringhr@jdp.com)

to learn about our full suite of services.

# InspiringHR Background Screening Package Options



Package 1  
\$6<sup>.95\*</sup>

- **JDP National Criminal Database (database of over 850 million criminal records)**
- **SSN ID Search and Address History**
- **National Sex Offender Registry**
- **Office of Foreign Asset Control (Terrorist Watch List)**



Package 2  
\$12<sup>.95</sup>

**Everything from Package 1 PLUS:**  
One County: Current County of Residence



Package 3  
\$24<sup>.95</sup>

**Everything from Package 1 PLUS:**  
UNLIMITED COUNTIES: JDP will go back 7 years of residence and check every county.

## A la Carte Options

INVESTIGATIVE  
County Criminal  
Records Search\*

\$7

INVESTIGATIVE  
State Criminal Records

\$7

CREDENTIALS  
Reference Verification

\$8

VERIFICATION  
Employment  
Verification

\$8

CREDENTIALS  
Education Verification

\$8

CREDENTIALS  
Driving Records

\$4

\*JDP will run a county or state search to update incomplete or outdated information, and to confirm hits found within the JDP National Criminal Search at the cost of the a la carte County fee

## Ready to sign up for JDP?

Go to [JDP.com/inspiringhr/](https://jdp.com/inspiringhr/) to open an account.

### Sign up instructions:

1. **Who is setting up an account** Ensure the user signing up has rights to sign the User Agreement.
2. **What Company is this for?** JDP uses this information to validate your business and credential your account.
3. **Who Will Be Using the Account?** Enter all users who will need access to JDP to submit a check request and/or review background check results.
4. **What Services Would You Like to Purchase?** Select the package and a la carte items to estimate cost. However, all packages and a la carte options will be available in your account to select at time of order.
5. **Sign User Agreement** Read and electronically sign
6. **Within 48 hours** A Welcome Packet will be sent with user guides, etc. and all users will receive an email to finalize their credentials within 24 hours (for security purposes).



# Frequently Asked Questions

## Becoming a Client

### **How do I sign up to become a client of JDP?**

Signup is easy, go to [jdp.com/inspiringhr](https://jdp.com/inspiringhr) and complete the online portal form.

### **Am I locked into a contract with JDP?**

No, JDP's agreement does not contractually obligate you to utilize JDP's services. If at any point you are unsatisfied with JDP's services, we request that you provide 60-day notice of intent to no longer perform searches through JDP. There is no termination and/or cancelation fee.

### **What is the cost to have an account with JDP?**

There is no initial fee to sign up for a JDP account and your organization will only pay for the background checks that are submitted—there is no minimum or maximum to the number of checks that must be processed.

### **What are the payment options? How will we be invoiced?**

When your organization signs up for a JDP account you will be asked to provide a credit card number. JDP uses this credit card to bill your organization monthly based on the checks completed the previous month. If you have not processed any checks, you will not be billed. If your organization does not have a credit card, please contact the JDP team for alternative methods of payment.

## Background Checks with JDP

### **What is the cost of running a background check with JDP?**

The cost of running a background check varies. JDP is proud to offer screening solutions for every budget. If your requirements dictate processing a search you do not see noted, please reach out to the JDP team for further discussion as not all our offerings are outlined.

### **How long will the background checks take to complete?**

Typically results are returned in less than 48 hours. Depending on the scope of the background check, results may be returned within a few minutes, while others such as county checks may take longer.

### **How do I start/initiate a background check on my candidates?**

All that's needed to initiate a background check is your candidate's first and last name(s) and their email address. Once your account has been setup with JDP, you will be provided with a user guide and contact information for the U.S. based JDP partnership team to whom further questions can be directed.

**STILL HAVE QUESTIONS? PLEASE REACH OUT TO [INSPIRINGHR@JDP.COM](mailto:INSPIRINGHR@JDP.COM)**