



Collaborative Solutions by Dr. Nikki Keefer & Assoc. Inc.
 3516 Wild Eagle Run
 Oviedo, FL 32766

Level 2 Background Screening (FBI and FDLE)

[The Clearinghouse Results Website](#) is used to initiate screenings, search approved LiveScan vendors, check/print screening results, and maintain an employee roster. In order for us to initiate a background screening for your employment through the clearinghouse you must first fill out and sign our Background Screening Release and the ACHA Background Screening Privacy Practices. Once you have been entered into the background clearinghouse you will receive a LiveScan Request Form and fingerprinting appointment. You *must* take this form along with your *valid* photo ID to your fingerprinting appointment. Fingerprint results may take anywhere from 72 hours up to 5 weeks to be processed and sent to us. Once they are available we will electronically receive your results.

BACKGROUND SCREENING INFORMATION			
First Name		Social Security Number	
Middle Name		DOB	
Last Name		Place of Birth	
Alias		Prior State Residencies	
Address Line 1		Phone	
Address Line 2		Fax	
City, State ZIP Code		E-mail	
County			
Hair Color		Eye Color	
Race		Weight	
Height		Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
AGREEMENT			

Any of the above information is being maintained for background screening purposes only and will not be used to determine employment.

I _____ am authorizing Collaborative Solutions to use the above information to initiate a background screening through the background clearinghouse.

I understand that any prospective offers of employment are contingent upon my background screening results.



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SIGNATURES

Signature	
Name and Title	
Date	