

*The Background Screening Credentialing Council volunteer members drafted the following response to questions about the BSAAP Standard, version 2.0, effective April 6, 2018. This letter is an informal discussion of the question posed and does not constitute a legal opinion of the BSCC.*

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**TITLE: Verification Databases and Use of Stored Data:**

**Question:**

Regarding Clauses 5.5 and 5.6, the applicant for accreditation does not have a Verification Database. The applicant for accreditation does not reuse data. Other business units connected to the applicant do have databases of employment information. The applicant for accreditation does not have access to this data. Does the applicant for accreditation need to address Clauses 5.5 and 5.6 from the perspective of its own business only, or from the overall larger business perspective including other lines of business that are affiliated with or otherwise connected to it?

**Response:**

Thank you for your inquiry regarding Clauses 5.5 and 5.6 of the PBSA Accreditation Standard and Audit Criteria, Version 2.0.

Clause 5.5 reads as follows:

*If CRA compiles, maintains and resells employment or educational verification information, CRA must have and follow procedures to ensure that data compiled and stored is accurate, including procedures for handling consumer disputes.*

Clause 5.6 reads as follows:

*If CRA provides investigative consumer reports from stored data, CRA must have and follow procedures to ensure the CRA does not provide previously reported adverse information unless it has been re-verified within the past three months, or for a shorter time if required by applicable law.*

If the applicant for accreditation does not maintain a verification database but another line of business under common ownership does maintain a verification database, the following must be taken into account:

- Is the applicant for accreditation the same legal entity as the line of business that does maintain a verification database?
- Is the applicant for accreditation marketed and sold under the same brand as the line of business that maintains a verification database?
- Does the line of business that maintains the verification database participate in the delivery of services by the application for accreditation?

If the answer to all three of these questions is ‘no’, then the verification database held by the other line of business does not need to be taken into consideration in the accreditation application and audit.

If the answer to any of these questions is ‘yes’, then the verification database held by the other business line must comply with clauses 5.5 and 5.6 of the Accreditation Standard and Audit Criteria.

Thank you for submitting your inquiry and giving the BSCC an opportunity to review.