
The Background Screening Credentialing Council (BSCC) has drafted the following accreditation tip for the US Employment Screening / General Background Screening BSOAP Standard, this tip applies to US Version 2.0, 3.0 and General Version 1.0. This response is provided for educational purposes only and does not constitute legal advice, express or implied of the BSCC, or the Professional Background Screening Association. Consultation with legal counsel is recommended in all matters of employment law.

For the purposes of this Tip, and to ensure our response applies to both Standards, the terms Organization and CRA may both be used.

TITLE: Clause 6.11 – Worker Confidentiality, Legal, and Compliance Training

Clause: Organization/CRA shall provide training to all workers on confidentiality, security and legal compliance practices of the Organization/CRA.

A **Non-Conformity** for Clause 6.11 may look something like the following:

The absence of training for all Organization/CRA workers, whether full or part-time, direct workers or contingent workers. Providing training to only full-time workers and direct employees does not meet the requirements of this clause. Training must include all workers, including part time and contingent workers.

The Audit Criteria for Clause 6.11 provides:

Organization/CRA must provide initial and annual training to Organization/CRA workers regarding confidentiality, security, and legal compliance practices by using one or more methods which include but are not limited to: 1) written material, 2) online training, 3) training classes/webinars, 4) one-on-one training sessions, and/or 5) on-the-job training. Organization/CRA must retain records of such training. Auditor will seek evidence of adherence to policies and procedures.

We hope the above provides further information and clarification on the information provided in the Standard and may be used to improve your accreditation submission.