



## Background Check Requests

### Recommendation, 2003 February 26

**This version:**

BackgroundCheck.doc

**Previous version:**

BackgroundChecking-1\_0.doc

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### Abstract

HR-XML's Background Checking specification supports requests to providers of employment screening services and the return of search results. The specification consists of a number of components, one of which is the BackgroundCheck Requests specification. As the name implies, the BackgroundCheck Requests specification defines messages to support background-check requests to third-party service providers.

### Status of this Document

The key words "MUST", "MUST NOT", "REQUIRED", "SHALL", "SHALL NOT", "SHOULD", "SHOULD NOT", "RECOMMENDED", "MAY", and "OPTIONAL" in this document are to be interpreted as described in RFC 2119.

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## 1 Overview

The BackgroundCheck Requests specification is a component of the HR-XML Consortium's Background Checking specification.

The entire Background Checking specification is explained in a separate overview document: [http://ns.hr-xml.org/2\\_0/HR-XML-2\\_0/Screening/BackgroundChecking.pdf](http://ns.hr-xml.org/2_0/HR-XML-2_0/Screening/BackgroundChecking.pdf)

This document contains only the definitions for the schema used for background check requests.

The BackgroundCheck Requests 2.0 specification also makes extensive use of the Consortium's approved "Cross Process Objects" (CPOs). A list of documentation for the Consortium's complete set of CPOs can be found in Appendix B.

### **1.1 Objective**

The Background Requests specification defines a schema that can be used to structure background check requests to providers of employment screening services.

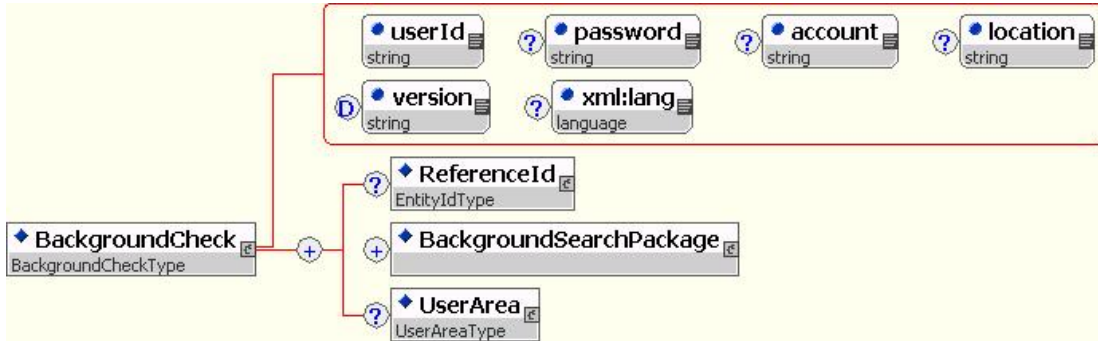
### **1.2 Design Requirements**

The HR-XML Consortium's Background Requests 2.0 specification was built upon the Consortium's original background check specification. Wherever possible, the HR-XML Consortium's Screening Workgroup attempted to make the schema for background check requests backwardly compatible with the original version of the specification.

## 2 Schema Design

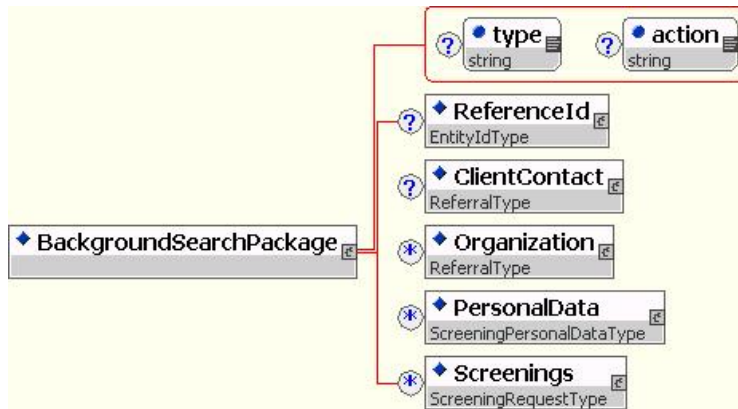
### 2.1 BackgroundCheck Schema

#### 2.1.1 BackgroundCheck



Component Name	ContentModel*	Definition
[Global types listed at the end of the table.]	Data type Occurrence: Sequence   Choice   All (minOccurs/maxOccurs) Attributes	
/ <b>BackgroundCheck</b>	- BackgroundCheckType - (1/1)	Root element for Background Check schema, which is designed to hold data necessary to execute requests for one or more types of screenings.
/ BackgroundCheck/ <b>ReferenceId</b>	- EntityIdType - S (0/1)	A trading-partner identifier.

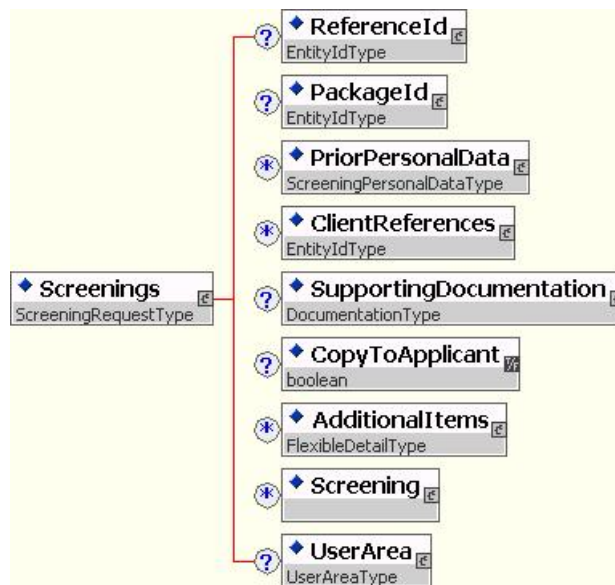
## 2.1.2 BackgroundSearchPackage



/ BackgroundCheck/ <b>BackgroundSearchPackage</b>	ReferenceId - EntityIdType - S (0/1) ClientContact - ReferralType - S (0/1) Organization - ReferralType - S (0/*) PersonalData - ScreeningPersonalDataType - S (0/*) Screenings - ScreeningRequestType - S (0/*) type - xsd:string - optional action - xsd:string - optional	Contains screening-related information for a single search subject.
/ BackgroundCheck/ BackgroundSearchPackage/ <b>ReferenceId</b>	- EntityIdType - S (0/1)	A trading-partner identifier.
/ BackgroundCheck/ BackgroundSearchPackage/ <b>ClientContact</b>	- ReferralType - S (0/1)	Contact point within client's organization regarding details of screening package.
/ BackgroundCheck/ BackgroundSearchPackage/ <b>Organization</b>	- ReferralType - S (0/*)	Identifies the organization that the search(s) will be performed upon, or on behalf of, depending on the value of the type attribute. Built-in enumerations include: SearchSubject; Client; Proxy; and Vendor. Additional values are permitted if prefixed with "x:".
/ BackgroundCheck/ BackgroundSearchPackage/ <b>PersonalData</b>	- ScreeningPersonalDataType - S (0/*)	Demographic and other information about the search subject.

/ BackgroundCheck/ BackgroundSearchPackage/ <b>type</b>	- xsd:string -	The type or classification for the related component.
/ BackgroundCheck/ BackgroundSearchPackage/ <b>action</b>	- xsd:string -	Identification of the action to be performed upon the BackgroundSearchPackage. This is a string value. Trading partners would need to agree in advance on supported values.

### 2.1.3 Screenings



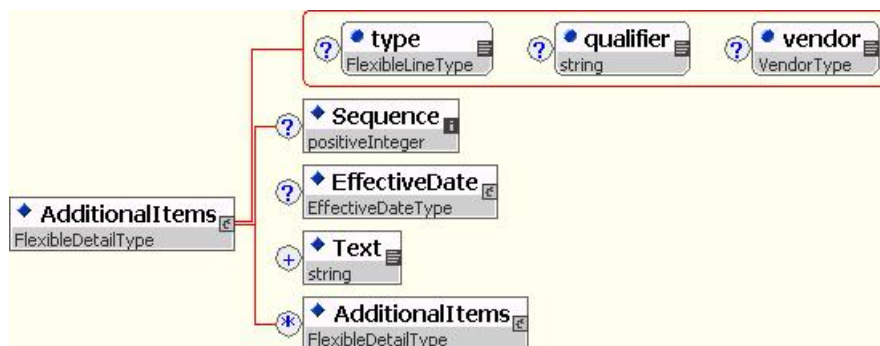
/ BackgroundCheck/ BackgroundSearchPackage/ <b>Screenings</b>	- ScreeningRequestType - S (0/*)	Contains information on the specific types of screenings to be performed and the information necessary to carry out those screenings.
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#### 2.1.3.1 ScreeningRequestType

/ <b>[ScreeningRequestType]</b>	ReferenceId - EntityIdType - S (0/1) PackageId - EntityIdType - S (0/1) PriorPersonalData - ScreeningPersonalDataType - S (0/*) ClientReferences - EntityIdType - S (0/*) SupportingDocumentation - DocumentationType - S (0/1) CopyToApplicant - xsd:boolean - S	Globally scoped data type. See element or attribute declaration for definition.
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	(0/1) AdditionalItems - FlexibleDetailType - S (0/*) Screening - [complexType] - S (0/*) UserArea - [see include/import] - S (0/1)	
/ [ScreeningRequestType]/ <b>ReferenceId</b>	- EntityIdType - S (0/1)	A trading-partner identifier.
/ [ScreeningRequestType]/ <b>PackageId</b>	- EntityIdType - S (0/1)	An identifier for a BackgroundSearchPackage.
/ [ScreeningRequestType]/ <b>PriorPersonalData</b>	- ScreeningPersonalDataType - S (0/*)	A collection of demographic data supplied as input to screenings. This component has been deprecated. BackgroundSearchPackage/PersonalData is the preferred place to capture this information.
/ [ScreeningRequestType]/ <b>ClientReferences</b>	- EntityIdType - S (0/*)	Client references, such as billing codes, department codes, etc.
/ [ScreeningRequestType]/ <b>SupportingDocumentation</b>	- DocumentationType - S (0/1)	Additional information supporting the search.
/ [ScreeningRequestType]/ <b>CopyToApplicant</b>	- xsd:boolean - S (0/1)	Indicates if screening subject has requested a copy of the screening results. CopyToApplicant has a boolean value.

### 2.1.4 AdditionalItems



The HR-XML Consortium’s Background Checking specification makes extensive use of the **AdditionalItems** component both within the BackgroundCheck Request and BackgroundReports schemas. This component is intended as a flexible, but structured container that allows a client to pass through additional search criteria in BackgroundCheck Requests. **AdditionalItems** also allows a screening provider to respond to such criteria in BackgroundReports. **AdditionalItems** is one means that the Background Checking specification provides trading partners to implement custom screening types and custom screening criteria.

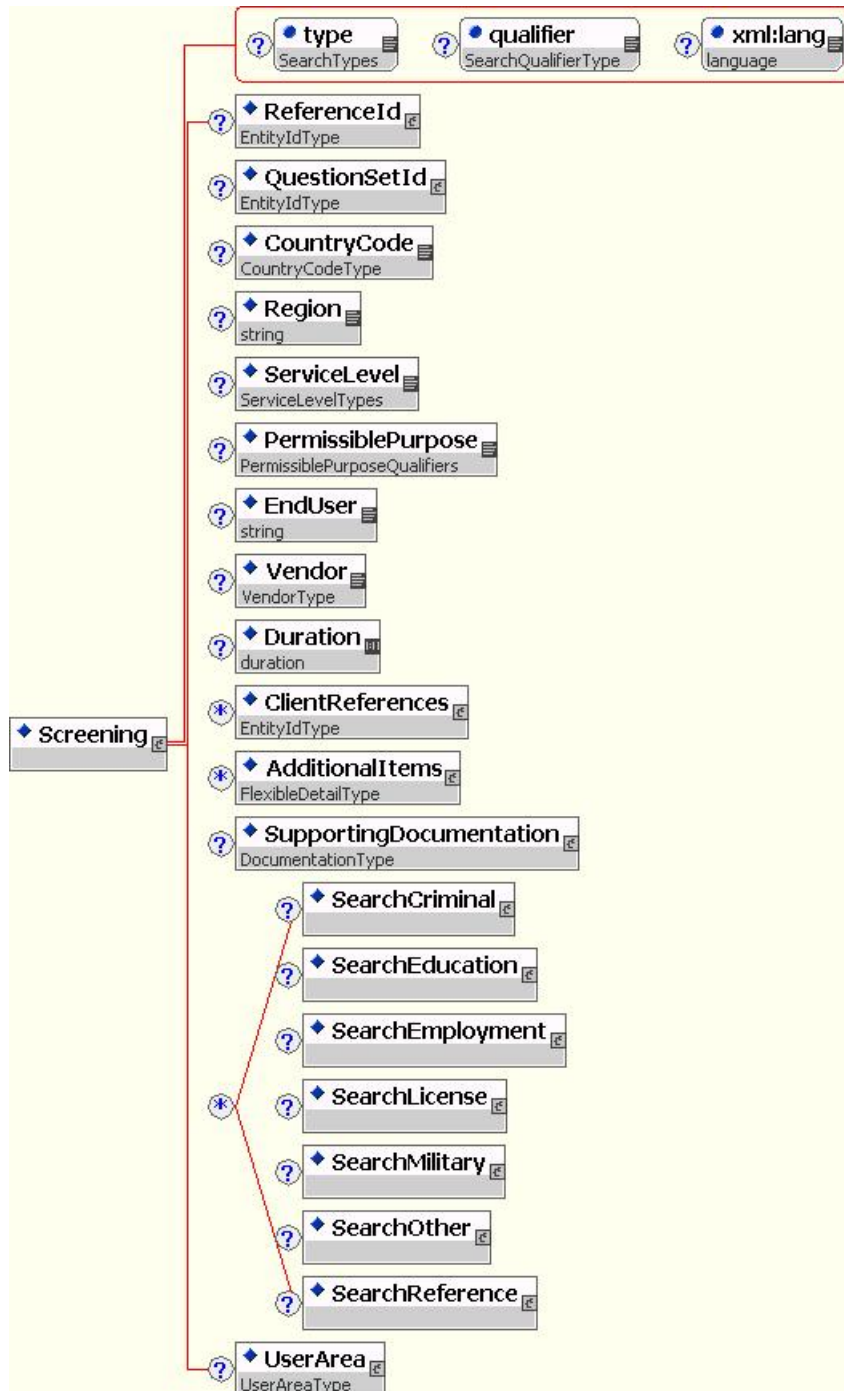
The **AdditionalItems** structure is available within each screening type within both the BackgroundCheck Request and BackgroundReports schemas. Both the BackgroundCheck Request and BackgroundReports schemas also contain a **UserArea** in several places within the schemas. The **UserArea** uses the “any” datatype, which allows it to accommodate any arbitrary XML structure (see the separate specification titled *HR XML Schema Extension 1.0*). As a general rule, implementers should first evaluate using the **AdditionalItems** component as a means to exchange additional search criteria or results before resorting to the use of the UserArea.

/ [ScreeningRequestType]/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.
<b>[FlexibleDetailType]</b>	Sequence - xsd:positiveInteger - S (0/1) EffectiveDate - EffectiveDateType - S (0/1) Text - xsd:string - S (1/*) AdditionalItems - FlexibleDetailType - S (0/*) type - FlexibleLineType - optional qualifier - xsd:string - optional vendor - VendorType - optional	Globally scoped data type. See element or attribute declaration for definition.
/ [FlexibleDetailType]/ <b>Sequence</b>	- xsd:positiveInteger - S (0/1)	An integer indicating the sequence in which multiple items should be considered.
/ [FlexibleDetailType]/ <b>EffectiveDate</b>	- EffectiveDateType - S (0/1)	Date or time interval on or during which information is effective or known to be correct.
/ [FlexibleDetailType]/ EffectiveDate/ <b>StartDate</b>	- FlexibleDatesType - S (0/1)	The beginning effective date for the specified supporting information.
/ [FlexibleDetailType]/ EffectiveDate/ <b>EndDate</b>	- FlexibleDatesType - S (0/1)	The ending effective date for the specified supporting information.
/ [FlexibleDetailType]/ <b>Text</b>	- xsd:string - S (1/*)	Explanatory text.
/ [FlexibleDetailType] / <b>type</b>	- FlexibleLineType -	The type or classification for the related component.
/ [FlexibleDetailType] / <b>qualifier</b>	- xsd:string -	Additional qualification or classification data.
/ [FlexibleDetailType] / <b>vendor</b>	- VendorType -	Identifies the vendor or supplier.



/ <b>[FlexibleLineType]</b>	- [Union]: FlexibleLineTypes,xStringPatternExtensionType	An extensible list of types. Used to identify the type of AdditionalItem. Enumerations include "Header", "Informational", "Detail", "Trace", "RawData", and "Unknown". Additional values are permitted if prefixed with "x:".
/ <b>[FlexibleLineTypes]</b>	xsd:restriction <b>base:</b> xsd:string [Enumerations]: Header, Informational, Detail, Trace, RawData, Unknown	A list of types used to identify the type of AdditionalItem.

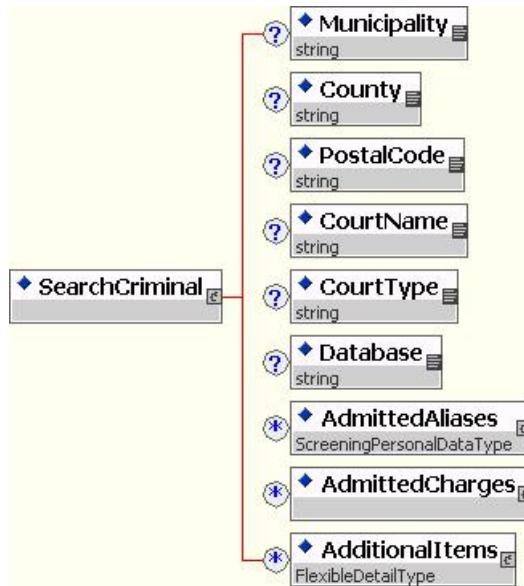
## 2.1.5 Screening



<p>/ <b>Screening</b></p>	<p>ReferenceId - EntityIdType - S (0/1)  QuestionSetId - EntityIdType - S (0/1)  CountryCode - CountryCodeType - S (0/1)  Region - xsd:string - S (0/1)  ServiceLevel - ServiceLevelTypes - S (0/1)  PermissiblePurpose - PermissiblePurposeQualifiers - S (0/1)  EndUser - xsd:string - S (0/1)  Vendor - VendorType - S (0/1)  Duration - xsd:duration - S (0/1)  ClientReferences - EntityIdType - S (0/*)  AdditionalItems - FlexibleDetailType - S (0/*)  SupportingDocumentation - DocumentationType - S (0/1)  SearchCriminal - xsd:string - C (0/1)  SearchEducation - [complexType] - C (0/1)  SearchEmployment - [complexType] - C (0/1)  SearchLicense - [complexType] - C (0/1)  SearchMilitary - [complexType] - C (0/1)  SearchOther - xsd:string - C (0/1)  SearchReference - [complexType] - C (0/1)  UserArea - [see include/import] - C (0/1)  type - SearchTypes - qualifier - SearchQualifierType -  xml:lang - - optional</p>	<p>Contains a collection of information necessary to execute the specified screening.</p>
<p>/ Screening/ <b>ReferenceId</b></p>	<p>- EntityIdType - S (0/1)</p>	<p>A trading-partner identifier.</p>
<p>/ Screening/ <b>QuestionSetId</b></p>	<p>- EntityIdType - S (0/1)</p>	<p>Specifies the question set id to be used to perform the search. For many searches, the client provides the screening provider with a list of questions to be asked during the interview. In many cases, a given client could have multiple sets of questions depending on the position of the human resource. This provides a means of specifying a question set other than the default for the client.</p>
<p>/ Screening/ <b>CountryCode</b></p>	<p>- CountryCodeType - S (0/1)</p>	<p>An ISO 3166 two-character country code.</p>

/ Screening/ <b>Region</b>	- xsd:string - S (0/1)	The relevant state, province, or county.
/ Screening/ <b>ServiceLevel</b>	- ServiceLevelTypes - S (0/1)	Service level of the screening agreed to by trading partners.
/ Screening/ <b>PermissiblePurpose</b>	- PermissiblePurposeQualifiers - S (0/1)	Specifies the purpose on the screening. Valid values include: To acquire/service/insure account; Consumer initiated transaction; Written authorization; Collection; Child support; Credit Transaction; Employment; Government license of benefit; Insurance Underwriting; Account Review; Court Order/subpoena; and Tenant Screening.
/ Screening/ <b>EndUser</b>	- xsd:string - S (0/1)	Names the end user or customer.
/ Screening/ <b>Vendor</b>	- VendorType - S (0/1)	Names the vendor or supplier.
/ Screening/ <b>Duration</b>	- xsd:duration - S (0/1)	Specifies the duration of the screening. For example, for a three-year driver license review, enter "P3Y".
/ Screening/ <b>ClientReferences</b>	- EntityIdType - S (0/*)	Client references, such as billing codes, department codes, etc.
/ Screening/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant search criteria. See Section 2.1.4, AdditionalItems.
/ Screening/ <b>SupportingDocumentation</b>	- DocumentationType - S (0/1)	Additional information supporting the search.
/ Screening/ <b>type</b>	- SearchTypes -	The type or classification for the related component.
/ Screening/ <b>qualifier</b>	- SearchQualifierType -	Additional qualification or classification data.
/ Screening/		Globally scoped data type. See element or attribute declaration for definition.

## 2.1.6 SearchCriminal



/ Screening/ <b>SearchCriminal</b>	Municipality - xsd:string - S (0/1) County - xsd:string - S (0/1) PostalCode - xsd:string - S (0/1) CourtName - xsd:string - S (0/1) CourtType - xsd:string - S (0/1) Database - xsd:string - S (0/1) AdmittedAliases - ScreeningPersonalDataType - S (0/*) AdmittedCharges - xsd:string - S (0/*) AdditionalItems - FlexibleDetailType - S (0/*)	Contains the information necessary to execute a criminal background search.
/ Screening/ SearchCriminal/ <b>Municipality</b>	- xsd:string - S (0/1)	A city, town, village or hamlet.
/ Screening/ SearchCriminal/ <b>County</b>	- xsd:string - S (0/1)	County within region to be searched where the charge was processed.
/ Screening/ SearchCriminal/ <b>PostalCode</b>	- xsd:string - S (0/1)	A postal code. Determines how mail is sorted and delivered.
/ Screening/ SearchCriminal/ <b>CourtName</b>	- xsd:string - S (0/1)	Name of court to be searched. If court and/or country is not available, then PostalCode and Municipality must be supplied. In all cases, Region and CountryCode in the parent element must be supplied.

/ Screening/ SearchCriminal/ <b>CourtType</b>	xsd:extension base: xsd:string type xsd:restriction base: xsd:string [Enumerations]: felony, misdemeanor, felonyMisdemeanor - -	Jurisdiction of court to be searched. For example, felony, misdemeanor, or both.
/ Screening/ SearchCriminal/ CourtType/ <b>type</b>	xsd:restriction base: xsd:string [Enumerations]: felony, misdemeanor, felonyMisdemeanor	The type or classification for the related component.
/ Screening/ SearchCriminal/ <b>Database</b>	- xsd:string - S (0/1)	Identifies private database to be searched. Within the United States, this typically would be used for state-wide searches.
/ Screening/ SearchCriminal/ <b>AdmittedAliases</b>	- ScreeningPersonalDataType - S (0/*)	Contains information on aliases admitted or supplied by the search subject. Enables scoring of results based on the information supplied by the search subject.
/ Screening/ SearchCriminal/ <b>AdmittedCharges</b>	CriminalCase - xsd:string - S (0/*)	Contains information on charges admitted by the search subject. Enables scoring of results based on the information supplied by the search subject.
/ Screening/ SearchCriminal/ AdmittedCharges/ <b>CriminalCase</b>	CaseNumber - xsd:string - S (0/1) OtherCaseId - xsd:string - S (0/*) ArrestingAgency - xsd:string - S (0/1) Jurisdiction - xsd:string - S (0/1) CountryCode - CountryCodeType - S (0/1) Region - xsd:string - S (0/1) County - xsd:string - S (0/1) Municipality - xsd:string - S (0/1) FileDate - FlexibleDatesType - S (0/1) Charges - [complexType] - S (1/*)	Contains information identifying and describing a criminal case or charges.
/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>CaseNumber</b>	- xsd:string - S (0/1)	Name of the originating arrest agency.
/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>OtherCaseId</b>	xsd:extension base: xsd:string type - xsd:string -	Other identifier to identify the criminal activity such as a Department of Corrections Id.

/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ OtherCaseId/ <b>type</b>	- xsd:string -	The type or classification for the related component.
/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>ArrestingAgency</b>	- xsd:string - S (0/1)	Identification of the originating arrest agency.
/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>Jurisdiction</b>	- xsd:string - S (0/1)	The name of the jurisdiction.
/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>CountryCode</b>	- CountryCodeType - S (0/1)	An ISO 3166 two-character country code.
/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>Region</b>	- xsd:string - S (0/1)	The relevant state, province, or county.
/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>County</b>	- xsd:string - S (0/1)	County within region to be searched where the charge was processed.
/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>Municipality</b>	- xsd:string - S (0/1)	A city, town, village or hamlet.
/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>FileDate</b>	- FlexibleDatesType - S (0/1)	Date that credit file was established.

<p>/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>Charges</b></p>	<p>ChargeOrComplaint - xsd:string - S (1/1) ChargeTypeClassification - ChargeQualifiers - S (0/1) ArrestDate - FlexibleDatesType - S (0/1) OffenseDate - FlexibleDatesType - S (0/1) Sentence - xsd:string - S (0/1) SentenceDate - FlexibleDatesType - S (0/1) Disposition - xsd:string - S (0/1) DispositionDate - FlexibleDatesType - S (0/1) ProbationStatus - xsd:string - S (0/1)</p>	<p>Contains a list of charges related to the case.</p>
<p>/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>ChargeOrComplaint</b></p>	<p>- xsd:string - S (1/1)</p>	<p>Identifies a crime, offense, infraction or violation for which the defendant was arrested.</p>
<p>/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>ChargeTypeClassification</b></p>	<p>- ChargeQualifiers - S (0/1)</p>	<p>Identifies the seriousness of the offense: felony, misdemeanor, infraction, etc. Possible values are enumerated in the schema (see ChargeType). Additional values agreed to by trading partners may be specified by preceding the value with an x:</p>
<p>/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>ArrestDate</b></p>	<p>- FlexibleDatesType - S (0/1)</p>	<p>Date of the arrest/summons served.</p>
<p>/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>OffenseDate</b></p>	<p>- FlexibleDatesType - S (0/1)</p>	<p>Date offense was committed.</p>
<p>/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>Sentence</b></p>	<p>- xsd:string - S (0/1)</p>	<p>Information regarding the penalty for a given offense including Length of sentence, fines, restitution, etc.</p>
<p>/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>SentenceDate</b></p>	<p>- FlexibleDatesType - S (0/1)</p>	<p>Date of sentencing.</p>
<p>/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>Disposition</b></p>	<p>- xsd:string - S (0/1)</p>	<p>Guilty, not guilty, pled guilty, mistrial, etc.</p>



/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>DispositionDate</b>	- FlexibleDatesType - S (0/1)	The disposition date of the bankruptcy action.
/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>ProbationStatus</b>	- xsd:string - S (0/1)	Information regarding the search subject's probation status.
/ Screening/ SearchCriminal/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.

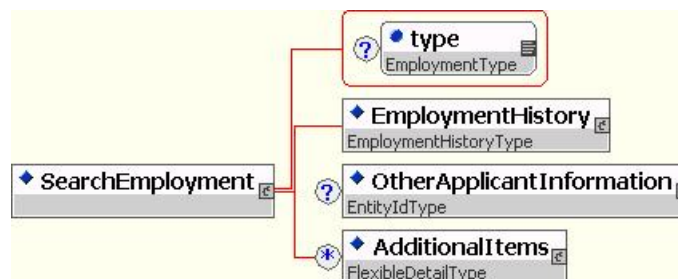
### 2.1.7 SearchEducation



SearchEducation incorporates EducationHistory.xsd. For further information, see: [http://ns.hr-xml.org/2\\_0/HR-XML-2\\_0/CPO/EducationHistory.pdf](http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/EducationHistory.pdf)

/ Screening/ <b>SearchEducation</b>	EducationHistory - [see include/import] - S (1/1) OtherApplicantInformation - EntityIdType - S (0/1) AdditionalItems - FlexibleDetailType - S (0/*)	Contains information necessary to research an individual's education history.
/ Screening/ SearchEducation/ <b>OtherApplicantInformation</b>	- EntityIdType - S (0/1)	References an identifier associated with a customer question set.
/ Screening/ SearchEducation/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.

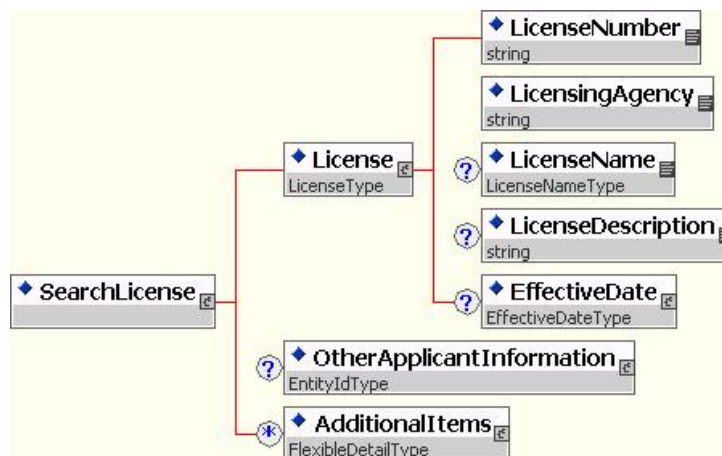
### 2.1.8 SearchEmployment



SearchEmployment incorporates EmploymentHistory.xsd. For further information, see: [http://ns.hr-xml.org/2\\_0/HR-XML-2\\_0/CPO/EmploymentHistory.pdf](http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/EmploymentHistory.pdf)

/ Screening/ <b>SearchEmployment</b>	EmploymentHistory - EmploymentHistoryType - S (1/1) OtherApplicantInformation - EntityIdType - S (0/1) AdditionalItems - FlexibleDetailType - S (0/*) type - EmploymentType -	Contains information necessary to research or verify a search subject's employment history.
/ Screening/ SearchEmployment/ <b>EmploymentHistory</b>	- EmploymentHistoryType - S (1/1)	A list of previous positions held by the search subject.
/ Screening/ SearchEmployment/ <b>OtherApplicantInformation</b>	- EntityIdType - S (0/1)	References an identifier associated with a customer question set.
/ Screening/ SearchEmployment/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.
/ Screening/ SearchEmployment/ <b>type</b>	- EmploymentType -	The type or classification for the related component.

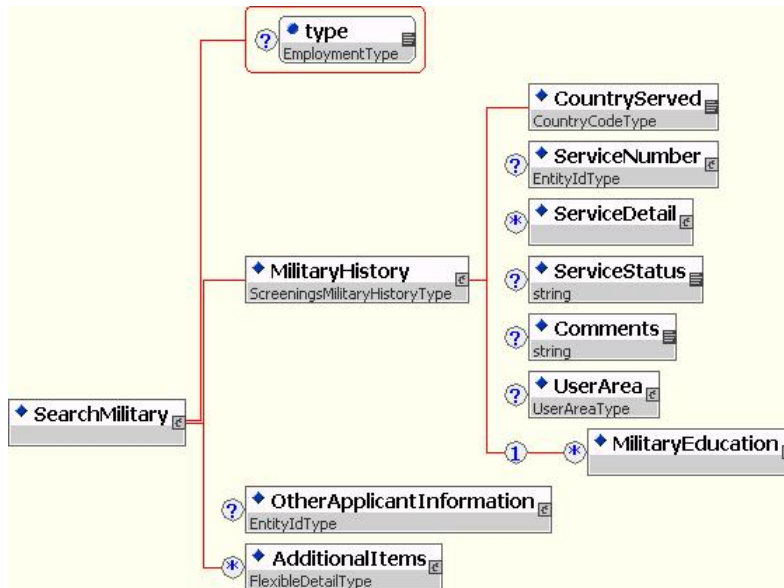
### 2.1.9 SearchLicense



/ Screening/ <b>SearchLicense</b>	License - LicenseType - S (1/1) OtherApplicantInformation - EntityIdType - S (0/1) AdditionalItems - FlexibleDetailType - S (0/*)	A collection of information necessary to perform a license search/verification.
/ Screening/ SearchLicense/ <b>License</b>	- LicenseType - S (1/1)	Contains client-supplied information to identify the license.
/ Screening/ SearchLicense/ .	- xsd:string - S (1/1)	License Number.

License/ <b>LicenseNumber</b>		
/ Screening/ SearchLicense/ License/ <b>LicensingAgency</b>	- xsd:string - S (1/1)	Client-provided information on the identity of the licensing agency.
/ Screening/ SearchLicense/ License/ <b>LicenseName</b>	- LicenseNameType - S (0/1)	Name of the license. An enumerated set of license names are provided by LicenseNameQualifiers. LicenseNameQualifiers include: ARRT; CNA; CPA; Dietician; Dentist; Dietician; Dentist; EMT; Engineer; FAA; FCC; GSA; LPN; Lawyer; LVN; Lawyer; MVCommercial; MVPersonal; MVPersonalCommercial; Nurse; OccupationalTherapist; Optometrist; Paramedic; Physician; PhysicalTherapist; Pharmacy; Paramedic; RNLVN; Radiology; RadTech; Radiology; RN; SpeechTherapist; SocialWorker; SpeechTherapist; and Teacher. Additional types may be supplied by prefixing the LicenseName with an x:
/ Screening/ SearchLicense/ License/ <b>LicenseDescription</b>	- xsd:string - S (0/1)	A description of the license provided by the client.
/ Screening/ SearchLicense/ License/ <b>EffectiveDate</b>	- EffectiveDateType - S (0/1)	Date or time interval on or during which information is effective or known to be correct.
/ Screening/ SearchLicense/ <b>OtherApplicantInformation</b>	- EntityIdType - S (0/1)	References an identifier associated with a customer question set.
/ Screening/ SearchLicense/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.

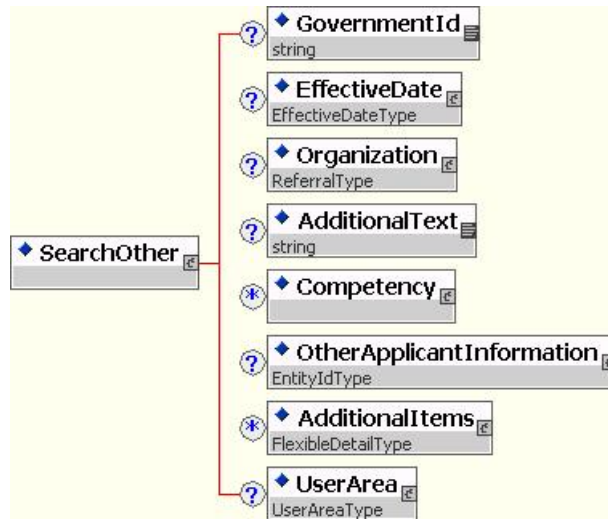
## 2.1.10 SearchMilitary



SearchMilitary incorporates MilitaryHistory.xsd. For further information, see:  
[http://ns.hr-xml.org/2\\_0/HR-XML-2\\_0/CPO/MilitaryHistory.pdf](http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/MilitaryHistory.pdf)

/ Screening/ <b>SearchMilitary</b>	MilitaryHistory - ScreeningsMilitaryHistoryType - S (1/1) OtherApplicantInformation - EntityIdType - S (0/1) AdditionalItems - FlexibleDetailType - S (0/*) type - EmploymentType -	Contains information necessary or relevant for a search to verify military service.
/ Screening/ SearchMilitary/ <b>MilitaryHistory</b>	- ScreeningsMilitaryHistoryType - S (1/1)	Contains a collection of information related to the search subject's military service. Includes countries served, branch of service, rank achieved, dates of service, areas of special training or experience, recognition or honors received, and discharge status.
/ Screening/ SearchMilitary/ <b>OtherApplicantInformation</b>	- EntityIdType - S (0/1)	References an identifier associated with a customer question set.
/ Screening/ SearchMilitary/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.
/ Screening/ SearchMilitary/ <b>type</b>	- EmploymentType -	The type or classification for the related component.

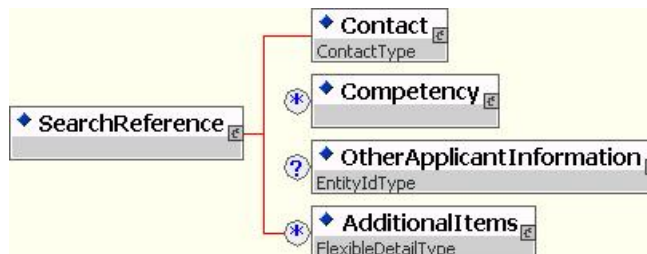
## 2.1.11 SearchOther



<p>/ Screening/ <b>SearchOther</b></p>	<p>GovernmentId - xsd:string - S (0/1) EffectiveDate - EffectiveDateType - S (0/1) Organization - ReferralType - S (0/1) AdditionalText - xsd:string - S (0/1) Competency - [see include/import] - S (0/*) OtherApplicantInformation - EntityIdType - S (0/1) AdditionalItems - FlexibleDetailType - S (0/*) UserArea - [see include/import] - S (0/1)</p>	<p>Other type of search agreed to by trading partners.</p>
<p>/ Screening/ SearchOther/ <b>GovernmentId</b></p>	<p>xsd:extension base: xsd:string countryCode - xsd:string - jurisdiction - xsd:string - issuingAuthority - xsd:string - document - xsd:string -</p>	<p>An identification number issued by a government to identify a person. For example the CPF in Brazil, or the Social Security Number in the United States.</p>
<p>/ Screening/ SearchOther/ GovernmentId/ <b>countryCode</b></p>	<p>- xsd:string -</p>	<p>An ISO 3166 two-character country code.</p>
<p>/ Screening/ SearchOther/ GovernmentId/ <b>jurisdiction</b></p>	<p>- xsd:string -</p>	<p>The name of the jurisdiction.</p>

/ Screening/ SearchOther/ GovernmentId/ <b>issuingAuthority</b>	- xsd:string -	Specifies the issuing authority of the identifier, e.g. United Nations, Department of Motor Vehicles. Note that "issuingAuthority" generally would contain finer-grained information than "jurisdiction". For example, a jurisdiction might be "New York," whereas issuingAuthority might be Department of Motor Vehicles.
/ Screening/ SearchOther/ GovernmentId/ <b>document</b>	- xsd:string -	Specifies the type of document associated with the GovernmentId, e.g. drivers license, passport.
/ Screening/ SearchOther/ <b>EffectiveDate</b>	- EffectiveDateType - S (0/1)	Date or time interval on or during which information is effective or known to be correct.
/ Screening/ SearchOther/ <b>Organization</b>	- ReferralType - S (0/1)	Identifies the organization that the search(s) will be performed upon, or on behalf of, depending on the value of the type attribute. Built-in enumerations include: SearchSubject; Client; Proxy; and Vendor. Additional values are permitted if prefixed with "x:".
/ Screening/ SearchOther/ <b>AdditionalText</b>	xsd:extension base: xsd:string type - xsd:string - required	Additional supporting information agreed to by the trading partners.
/ Screening/ SearchOther/ AdditionalText/ <b>type</b>	- xsd:string -	The type or classification for the related component.
/ Screening/ SearchOther/ <b>OtherApplicantInformation</b>	- EntityIdType - S (0/1)	References an identifier associated with a customer question set.
/ Screening/ SearchOther/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.

## 2.1.12 SearchReference



/ Screening/ <b>SearchReference</b>	Contact - <b>ContactType</b> - S (1/1) Competency - [see include/import] - S (0/*) OtherApplicantInformation - <b>EntityIdType</b> - S (0/1) AdditionalItems - <b>FlexibleDetailType</b> - S (0/*)	Contains information necessary to research the search subject's professional references.
/ Screening/ SearchReference/ <b>Contact</b>	- <b>ContactType</b> - S (1/1)	Contact information for a professional or other reference.
/ Screening/ SearchReference/ <b>OtherApplicantInformation</b>	- <b>EntityIdType</b> - S (0/1)	References an identifier associated with a customer question set.
/ Screening/ SearchReference/ <b>AdditionalItems</b>	- <b>FlexibleDetailType</b> - S (0/*)	A flexible container for passing other relevant details.

### 2.1.13 Global Simple Types

/ <b>[NAPermissiblePurposeQualifiers]</b>	xsd:restriction <b>base:</b> xsd:string [Enumerations]: To acquire/service/insure account, Consumer initiated transaction, Written authorization, Collection, Child support, Credit Transaction, Employment, Government license of benefit, Insurance Underwriting, Account Review, Court Order/subpoena, Tenant Screening	Globally scoped data type. See element or attribute declaration for definition.
/ <b>[PermissiblePurposeQualifiers]</b>	- [Union]: NAPermissiblePurposeQualifiers, xStringPatternExtensionType	Globally scoped data type. See element or attribute declaration for definition.

## 2.1.14 Global Complex Types

<p>/ [ScreeningRequestType]/ <b>Screening</b></p>	<p>ReferenceId - EntityIdType - S (0/1)          QuestionSetId - EntityIdType - S (0/1)          CountryCode - CountryCodeType - S (0/1)          Region - xsd:string - S (0/1)          ServiceLevel - ServiceLevelTypes - S (0/1)          PermissiblePurpose - PermissiblePurposeQualifiers - S (0/1)          EndUser - xsd:string - S (0/1)          Vendor - VendorType - S (0/1)          Duration - xsd:duration - S (0/1)          ClientReferences - EntityIdType - S (0/*)          AdditionalItems - FlexibleDetailType - S (0/*)          SupportingDocumentation - DocumentationType - S (0/1)          SearchCriminal - xsd:string - C (0/1)          SearchEducation - [complexType] - C (0/1)          SearchEmployment - [complexType] - C (0/1)          SearchLicense - [complexType] - C (0/1)          SearchMilitary - [complexType] - C (0/1)          SearchOther - xsd:string - C (0/1)          SearchReference - [complexType] - C (0/1)          UserArea - [see include/import] - C (0/1)          type - SearchTypes -          qualifier - SearchQualifierType -          xml:lang - - optional</p>	<p>Contains a collection of information necessary to execute the specified screening.</p>
<p>/ [ScreeningRequestType]/ Screening/ <b>ReferenceId</b></p>	<p>- EntityIdType - S (0/1)</p>	<p>A trading-partner identifier.</p>
<p>/ [ScreeningRequestType]/ Screening/ <b>QuestionSetId</b></p>	<p>- EntityIdType - S (0/1)</p>	<p>Specifies the question set id to be used to perform the search. For many searches, the client provides the screening provider with a list of questions to be asked during the interview. In many cases, a given client could have multiple sets of questions depending on the position of the human resource. This provides a means of specifying a question set other than the default for the client.</p>
<p>/ [ScreeningRequestType]/ Screening/ <b>CountryCode</b></p>	<p>- CountryCodeType - S (0/1)</p>	<p>An ISO 3166 two-character country code.</p>



/ [ScreeningRequestType]/ Screening/ <b>Region</b>	- xsd:string - S (0/1)	The relevant state, province, or county.
/ [ScreeningRequestType]/ Screening/ <b>ServiceLevel</b>	- ServiceLevelTypes - S (0/1)	Service level of the screening agreed to by trading partners.
/ [ScreeningRequestType]/ Screening/ <b>PermissiblePurpose</b>	- PermissiblePurposeQualifiers - S (0/1)	Specifies the purpose on the screening. Valid values include: To acquire/service/insure account; Consumer initiated transaction; Written authorization; Collection; Child support; Credit Transaction; Employment; Government license of benefit; Insurance Underwriting; Account Review; Court Order/subpoena; and Tenant Screening.
/ [ScreeningRequestType]/ Screening/ <b>EndUser</b>	- xsd:string - S (0/1)	Names the end user or customer.
/ [ScreeningRequestType]/ Screening/ <b>Vendor</b>	- VendorType - S (0/1)	Names the vendor or supplier.
/ [ScreeningRequestType]/ Screening/ <b>Duration</b>	- xsd:duration - S (0/1)	Specifies the duration of the screening. For example, for a three-year driver license review, enter "P3Y".
/ [ScreeningRequestType]/ Screening/ <b>ClientReferences</b>	- EntityIdType - S (0/*)	Client references, such as billing codes, department codes, etc.
/ [ScreeningRequestType]/ Screening/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.
/ [ScreeningRequestType]/ Screening/ <b>SupportingDocumentation</b>	- DocumentationType - S (0/1)	Additional information supporting the search.
/ [ScreeningRequestType]/ Screening/ <b>SearchCriminal</b>	Municipality - xsd:string - S (0/1) County - xsd:string - S (0/1) PostalCode - xsd:string - S (0/1) CourtName - xsd:string - S (0/1) CourtType - xsd:string - S (0/1) Database - xsd:string - S (0/1) AdmittedAliases - ScreeningPersonalDataType - S (0/*) AdmittedCharges - xsd:string - S (0/*) AdditionalItems - FlexibleDetailType - S (0/*)	Contains the information necessary to execute a criminal background search.

/ [ScreeningRequestType]/ Screening/ SearchCriminal/ <b>Municipality</b>	- xsd:string - S (0/1)	A city, town, village or hamlet.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ <b>County</b>	- xsd:string - S (0/1)	County within region to be searched where the charge was processed.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ <b>PostalCode</b>	- xsd:string - S (0/1)	A postal code. Determines how mail is sorted and delivered.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ <b>CourtName</b>	- xsd:string - S (0/1)	Name of court to be searched. If court and/or country is not available, then PostalCode and Municipality must be supplied. In all cases, Region and CountryCode in the parent element must be supplied.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ <b>CourtType</b>	xsd:extension base: xsd:string type xsd:restriction base: xsd:string [Enumerations]: felony, misdemeanor, felonyMisdemeanor - -	Jurisdiction of court to be searched. For example, felony, misdemeanor, or both.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ CourtType/ <b>type</b>	xsd:restriction base: xsd:string [Enumerations]: felony, misdemeanor, felonyMisdemeanor	The type or classification for the related component.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ <b>Database</b>	- xsd:string - S (0/1)	Identifies private database to be searched. Within the United States, this typically would be used for state-wide searches.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ <b>AdmittedAliases</b>	- ScreeningPersonalDataType - S (0/*)	Contains information on aliases admitted or supplied by the search subject. Enables scoring of results based on the information supplied by the search subject.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ <b>AdmittedCharges</b>	CriminalCase - xsd:string - S (0/*)	Contains information on charges admitted by the search subject. Enables scoring of results based on the information supplied by the search subject.

<p>/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ <b>CriminalCase</b></p>	<p>CaseNumber - xsd:string - S (0/1) OtherCaseId - xsd:string - S (0/*) ArrestingAgency - xsd:string - S (0/1) Jurisdiction - xsd:string - S (0/1) CountryCode - CountryCodeType - S (0/1) Region - xsd:string - S (0/1) County - xsd:string - S (0/1) Municipality - xsd:string - S (0/1) FileDate - FlexibleDatesType - S (0/1) Charges - [complexType] - S (1/*)</p>	<p>Contains information identifying and describing a criminal case or charges.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>CaseNumber</b></p>	<p>- xsd:string - S (0/1)</p>	<p>Name of the originating arrest agency.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>OtherCaseId</b></p>	<p>xsd:extension base: xsd:string type - xsd:string -</p>	<p>Other identifier to identify the criminal activity such as a Department of Corrections Id.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ OtherCaseId/ <b>type</b></p>	<p>- xsd:string -</p>	<p>The type or classification for the related component.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>ArrestingAgency</b></p>	<p>- xsd:string - S (0/1)</p>	<p>Identification of the originating arrest agency.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>Jurisdiction</b></p>	<p>- xsd:string - S (0/1)</p>	<p>The name of the jurisdiction.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>CountryCode</b></p>	<p>- CountryCodeType - S (0/1)</p>	<p>An ISO 3166 two-character country code.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>Region</b></p>	<p>- xsd:string - S (0/1)</p>	<p>The relevant state, province, or county.</p>

/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>County</b>	- xsd:string - S (0/1)	County within region to be searched where the charge was processed.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>Municipality</b>	- xsd:string - S (0/1)	A city, town, village or hamlet.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>FileDate</b>	- FlexibleDatesType - S (0/1)	Date that credit file was established.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ <b>Charges</b>	ChargeOrComplaint - xsd:string - S (1/1) ChargeTypeClassification - ChargeQualifiers - S (0/1) ArrestDate - FlexibleDatesType - S (0/1) OffenseDate - FlexibleDatesType - S (0/1) Sentence - xsd:string - S (0/1) SentenceDate - FlexibleDatesType - S (0/1) Disposition - xsd:string - S (0/1) DispositionDate - FlexibleDatesType - S (0/1) ProbationStatus - xsd:string - S (0/1)	Contains a list of charges related to the case.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>ChargeOrComplaint</b>	- xsd:string - S (1/1)	Identifies a crime, offense, infraction or violation for which the defendant was arrested.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>ChargeTypeClassification</b>	- ChargeQualifiers - S (0/1)	Identifies the seriousness of the offense: felony, misdemeanor, infraction, etc. Possible values are enumerated in the schema (see ChargeType). Additional values agreed to by trading partners may be specified by preceding the value with an x:
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>ArrestDate</b>	- FlexibleDatesType - S (0/1)	Date of the arrest/summons served.

/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>OffenseDate</b>	- FlexibleDatesType - S (0/1)	Date offense was committed.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>Sentence</b>	- xsd:string - S (0/1)	Information regarding the penalty for a given offense including Length of sentence, fines, restitution, etc.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>SentenceDate</b>	- FlexibleDatesType - S (0/1)	Date of sentencing.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>Disposition</b>	- xsd:string - S (0/1)	Guilty, not guilty, pled guilty, mistrial, etc.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>DispositionDate</b>	- FlexibleDatesType - S (0/1)	The date the disposition was delivered by the court.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ AdmittedCharges/ CriminalCase/ Charges/ <b>ProbationStatus</b>	- xsd:string - S (0/1)	Information regarding the search subject's probation status.
/ [ScreeningRequestType]/ Screening/ SearchCriminal/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.
/ [ScreeningRequestType]/ Screening/ <b>SearchEducation</b>	EducationHistory - [see include/import] - S (1/1) OtherApplicantInformation - EntityIdType - S (0/1) AdditionalItems - FlexibleDetailType - S (0/*)	Contains information necessary to research an individual's education history.
/ [ScreeningRequestType]/ Screening/ SearchEducation/ <b>OtherApplicantInformation</b>	- EntityIdType - S (0/1)	References an identifier associated with a customer question set.
/ [ScreeningRequestType]/ Screening/ SearchEducation/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.

<p>/ [ScreeningRequestType]/ Screening/ <b>SearchEmployment</b></p>	<p>EmploymentHistory - EmploymentHistoryType - S (1/1) OtherApplicantInformation - EntityIdType - S (0/1) AdditionalItems - FlexibleDetailType - S (0/*) type - EmploymentType -</p>	<p>Contains information necessary to research or verify a search subject's employment history.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchEmployment/ <b>EmploymentHistory</b></p>	<p>- EmploymentHistoryType - S (1/1)</p>	<p>A list of previous positions the Human Resource held.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchEmployment/ <b>OtherApplicantInformation</b></p>	<p>- EntityIdType - S (0/1)</p>	<p>References an identifier associated with a customer question set.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchEmployment/ <b>AdditionalItems</b></p>	<p>- FlexibleDetailType - S (0/*)</p>	<p>A flexible container for passing other relevant details.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchEmployment/ <b>type</b></p>	<p>- EmploymentType -</p>	<p>The type or classification for the related component.</p>
<p>/ [ScreeningRequestType]/ Screening/ <b>SearchLicense</b></p>	<p>License - LicenseType - S (1/1) OtherApplicantInformation - EntityIdType - S (0/1) AdditionalItems - FlexibleDetailType - S (0/*)</p>	<p>A collection of information necessary to perform a license search/verification.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchLicense/ <b>License</b></p>	<p>- LicenseType - S (1/1)</p>	<p>Contains client-supplied information to identify the license.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchLicense/ License/ <b>LicenseNumber</b></p>	<p>- xsd:string - S (1/1)</p>	<p>License Number.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchLicense/ License/ <b>LicensingAgency</b></p>	<p>- xsd:string - S (1/1)</p>	<p>Client-provided information on the identity of the licensing agency.</p>

<p>/ [ScreeningRequestType]/ Screening/ SearchLicense/ License/ <b>LicenseName</b></p>	<p>- <b>LicenseNameType</b> - S (0/1)</p>	<p>Name of the license. An enumerated set of license names are provided by LicenseNameQualifiers. LicenseNameQualifiers include: ARRT; CNA; CPA; Dietician; Dentist; Dietician; Dentist; EMT; Engineer; FAA; FCC; GSA; LPN; Lawyer; LVN; Lawyer; MVCommercial; MVPersonal; Nurse; OccupationalTherapist; Optometrist; Paramedic; Physician; PhysicalTherapist; Pharmacy; Paramedic; RNLVN; Radiology; RadTech; Radiology; RN; SpeechTherapist; SocialWorker; SpeechTherapist; and Teacher. Additional types may be supplied by prefixing the LicenseName with an x:</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchLicense/ License/ <b>LicenseDescription</b></p>	<p>- <b>xsd:string</b> - S (0/1)</p>	<p>A description of the license provided by the client.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchLicense/ License/ <b>EffectiveDate</b></p>	<p>- <b>EffectiveDateType</b> - S (0/1)</p>	<p>Date or time interval on or during which information is effective or known to be correct.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchLicense/ <b>OtherApplicantInformation</b></p>	<p>- <b>EntityIdType</b> - S (0/1)</p>	<p>References an identifier associated with a customer question set.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchLicense/ <b>AdditionalItems</b></p>	<p>- <b>FlexibleDetailType</b> - S (0/*)</p>	<p>A flexible container for passing other relevant details.</p>
<p>/ [ScreeningRequestType]/ Screening/ <b>SearchMilitary</b></p>	<p>MilitaryHistory - <b>ScreeningsMilitaryHistoryType</b> - S (1/1) OtherApplicantInformation - <b>EntityIdType</b> - S (0/1) AdditionalItems - <b>FlexibleDetailType</b> - S (0/*) <b>type</b> - <b>EmploymentType</b> -</p>	<p>Contains information necessary or relevant for a search to verify military service.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchMilitary/ <b>MilitaryHistory</b></p>	<p>- <b>ScreeningsMilitaryHistoryType</b> - S (1/1)</p>	<p>Contains a collection of information related to the search subject's military service. Includes countries served, branch of service, rank achieved, dates of service, areas of special training or experience, recognition or honors received, and discharge status.</p>
<p>/ [ScreeningRequestType]/ Screening/ SearchMilitary/ <b>OtherApplicantInformation</b></p>	<p>- <b>EntityIdType</b> - S (0/1)</p>	<p>References an identifier associated with a customer question set.</p>

/ [ScreeningRequestType]/ Screening/ SearchMilitary/ <b>AdditionalItems</b>	- FlexibleDetailType - S (0/*)	A flexible container for passing other relevant details.
/ [ScreeningRequestType]/ Screening/ SearchMilitary/ <b>type</b>	- EmploymentType -	The type or classification for the related component.
/ [ScreeningRequestType]/ Screening/ <b>SearchOther</b>	GovernmentId - xsd:string - S (0/1) EffectiveDate - EffectiveDateType - S (0/1) Organization - ReferralType - S (0/1) AdditionalText - xsd:string - S (0/1) Competency - [see include/import] - S (0/*) OtherApplicantInformation - EntityIdType - S (0/1) AdditionalItems - FlexibleDetailType - S (0/*) UserArea - [see include/import] - S (0/1)	Other type of search agreed to by trading partners.
/ [ScreeningRequestType]/ Screening/ SearchOther/ <b>GovernmentId</b>	xsd:extension base: xsd:string countryCode - xsd:string - jurisdiction - xsd:string - issuingAuthority - xsd:string - document - xsd:string -	An identification number issued by a government to identify a person. For example the CPF in Brazil, or the Social Security Number in the United States.
/ [ScreeningRequestType]/ Screening/ SearchOther/ GovernmentId/ <b>countryCode</b>	- xsd:string -	An ISO 3166 two-character country code.
/ [ScreeningRequestType]/ Screening/ SearchOther/ GovernmentId/ <b>jurisdiction</b>	- xsd:string -	The name of the relevant jurisdiction.
/ [ScreeningRequestType]/ Screening/ SearchOther/ GovernmentId/ <b>issuingAuthority</b>	- xsd:string -	Specifies the issuing authority of the identifier, e.g. United Nations, Department of Motor Vehicles, Social Security Administration. Note that "issuingAuthority" generally would contain finer-grained information than "jurisdiction". For example, a jurisdiction might be "New York," whereas issuingAuthority might be Department of Motor Vehicles.
/ [ScreeningRequestType]/ Screening/ SearchOther/ GovernmentId/ <b>document</b>	- xsd:string -	Specifies the type of document associated with the GovernmentId, e.g. drivers license, passport.



/ [ScreeningRequestType]/ Screening/ SearchOther/ <b>EffectiveDate</b>	- <b>EffectiveDateType</b> - S (0/1)	Date or time interval on or during which information is effective or known to be correct.
/ [ScreeningRequestType]/ Screening/ SearchOther/ <b>Organization</b>	- <b>ReferralType</b> - S (0/1)	Identifies the organization that the search(s) will be performed upon, or on behalf of, depending on the value of the type attribute. Built-in enumerations include: SearchSubject; Client; Proxy; and Vendor. Additional values are permitted if prefixed with "x:".
/ [ScreeningRequestType]/ Screening/ SearchOther/ <b>AdditionalText</b>	<b>xsd:extension base:</b> <b>xsd:string</b> <b>type</b> - <b>xsd:string</b> - <b>required</b>	Additional supporting information agreed to by the trading partners.
/ [ScreeningRequestType]/ Screening/ SearchOther/ AdditionalText/ <b>type</b>	- <b>xsd:string</b> -	The type or classification for the related component.
/ [ScreeningRequestType]/ Screening/ SearchOther/ <b>OtherApplicantInformation</b>	- <b>EntityIdType</b> - S (0/1)	References an identifier associated with a customer question set.
/ [ScreeningRequestType]/ Screening/ SearchOther/ <b>AdditionalItems</b>	- <b>FlexibleDetailType</b> - S (0/*)	A flexible container for passing other relevant details.
/ [ScreeningRequestType]/ Screening/ <b>SearchReference</b>	Contact - <b>ContactType</b> - S (1/1) Competency - [see include/import] - S (0/*) OtherApplicantInformation - <b>EntityIdType</b> - S (0/1) AdditionalItems - <b>FlexibleDetailType</b> - S (0/*)	Contains information necessary to research the search subject's professional references.
/ [ScreeningRequestType]/ Screening/ SearchReference/ <b>Contact</b>	- <b>ContactType</b> - S (1/1)	Contact information for a professional or other reference.
/ [ScreeningRequestType]/ Screening/ SearchReference/ <b>OtherApplicantInformation</b>	- <b>EntityIdType</b> - S (0/1)	References an identifier associated with a customer question set.
/ [ScreeningRequestType]/ Screening/ SearchReference/ <b>AdditionalItems</b>	- <b>FlexibleDetailType</b> - S (0/*)	A flexible container for passing other relevant details.
/ [ScreeningRequestType]/ Screening/ <b>type</b>	- <b>SearchTypes</b> -	The type or classification for the related component.

/ [ScreeningRequestType]/ Screening/ <b>qualifier</b>	- SearchQualifierType -	Additional qualification or classification data.
/ [ScreeningRequestType]/ Screening/		Globally scoped data type. See element or attribute declaration for definition.
/ <b>[LicenseType]</b>	LicenseNumber - xsd:string - S (1/1) LicensingAgency - xsd:string - S (1/1) LicenseName - LicenseNameType - S (0/1) LicenseDescription - xsd:string - S (0/1) EffectiveDate - EffectiveDateType - S (0/1)	Globally scoped data type. See element or attribute declaration for definition.
/ [LicenseType]/ <b>LicenseNumber</b>	- xsd:string - S (1/1)	License Number.
/ [LicenseType]/ <b>LicensingAgency</b>	- xsd:string - S (1/1)	Client-provided information on the identity of the licensing agency.
/ [LicenseType]/ <b>LicenseName</b>	- LicenseNameType - S (0/1)	Name of the license. An enumerated set of license names are provided by LicenseNameQualifiers. LicenseNameQualifiers include: ARRT; CNA; CPA; Dietician; Dentist; Dietician; Dentist; EMT; Engineer; FAA; FCC; GSA; LPN; Lawyer; LVN; Lawyer; MVCommercial; MVPersonal; MVPersonalCommercial; Nurse; OccupationalTherapist; Optometrist; Paramedic; Physician; PhysicalTherapist; Pharmacy; Paramedic; RNLVN; Radiology; RadTech; Radiology; RN; SpeechTherapist; SocialWorker; SpeechTherapist; and Teacher. Additional types may be supplied by prefixing the LicenseName with an x:
/ [LicenseType]/ <b>LicenseDescription</b>	- xsd:string - S (0/1)	A description of the license provided by the client.
/ [LicenseType]/ <b>EffectiveDate</b>	- EffectiveDateType - S (0/1)	Date or time interval on or during which information is effective or known to be correct.
	* This column shows a simple form of the content model for readability. Because of complex structures such as groups and nested occurrences, all of the content may not be included here.	

## 3 Implementation Considerations

### **3.1 Data Privacy**

Human resources data, by its very nature, is personal data. The laws of many jurisdictions as well as codes of fair information practice require organizations to handle personal data in a way that protects individuals from loss of privacy.

The data exchange specifications developed by the HR-XML Consortium are designed to be useful across many jurisdictions and within a variety of business contexts. It is not feasible for the HR-XML Consortium to develop specific privacy guidance for every jurisdiction or business context in which the Consortium's specifications might be implemented. When implementing data exchanges using the HR-XML Consortium's data definitions (or, for that matter, any data exchange mechanism), organizations are advised to examine the privacy protections that may be required under applicable law or codes of fair information practice.

For information on protecting personal data, general references include: European Union Data Protection Directive (95/46/EC); the Association Computing Machinery Code of Ethics (1992); Canadian Standards Association Model Code for the Protection of Personal Information (1995 -- PIPEDA); U.S.-EU Safe Harbor Principles and FAQs (2000).

### **3.2 Laws Governing Background Checks**

Implementors of the Background Checking are advised to review applicable law in the jurisdictions in which they operate. For example, in United States, the Fair Credit Reporting Act may require third-party providers of background check services to obtain the consent of search subjects and to advise them of results before adverse action is taken.

### **3.3 Required/Recommended Fields**

The HR-XML BackgroundSearchPackage schema incorporates a significant amount of optionality. This optionality allows the schema to be flexibly used within a variety of contexts.

The data required to execute a background check will vary significantly depending on the type of searches conducted and the requirements of the jurisdictions in which the searches are performed. For instance, one jurisdiction might require the identification of a search subject's race and gender for a criminal record search, whereas another jurisdiction may not impose such requirement.

The data provided in a background search request also can vary based on trading partner requirements and capabilities. For instance, as a matter of policy or practice, some background search customers may not collect, or be willing to provide, data required to execute a particular

search (for example, a search subject's date of birth). Likewise, one provider of background checking services may be willing to accept less information in a background check request than what another provider might minimally require.

While requirements vary by jurisdiction, HR-XML's Screening Workgroup has developed some broad guidance for what data generally is required to execute background searches within the United States. That guidance is contained in the matrix that appears in Appendix D, Required and Recommended Fields.

It is not practical to design constraints within a single schema to accommodate each business context. Nor does it make sense to design a separate schema for each context. Implementors may want to handle data validation at the application level or examine the best practices outlined in HR-XML's schema design guidelines for subsetting and constraining standard schema. At the time that this standard was published, guidelines for subsetting and constraining standard schema had been drafted, but not finalized.

#### 4 Appendix A – Document Version History

Version	Date	Description
2.0	2002 Dec 16	Initial Draft
2.0	2003 Jan 23	Incorporated changes required as a result of CPO and TSC review.
2.0	2003 Feb 10	Incorporate edits from review
2.0	2003 Feb 17	Edits to reflect schema changes to resolve ambiguous content models.
2.0	2003-Feb-26	Approved recommendation by HR-XML Consortium. The default and targetNamespaces of all HR-XML schemas have been standardized to "http://ns.hr-xml.org". This recommendation is available as part of the HR-XML 2_0 architecture.

#### 5 Appendix B – Related Documents

Reference	Link
Entity Identifiers	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/EntityIdentifiers.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/EntityIdentifiers.pdf</a>
Date/Time data types	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/DateTimeDataTypes.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/DateTimeDataTypes.pdf</a>
Contact Method	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/ContactMethod.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/ContactMethod.pdf</a>
Person Name	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/PersonName.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/PersonName.pdf</a>
PostalAddress	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/PostalAddress.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/PostalAddress.pdf</a>
Competencies	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/Competencies.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/Competencies.pdf</a>
WorkSite	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/WorkSite.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/WorkSite.pdf</a>
Background Reports	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/Screening/BackgroundReports.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/Screening/BackgroundReports.pdf</a>
Background Requests	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/Screening/BackgroundRequests.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/Screening/BackgroundRequests.pdf</a>

Credit Report	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/Screening/CreditReport.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/Screening/CreditReport.pdf</a>
Education History	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/EducationHistory.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/EducationHistory.pdf</a>
Employment History	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/EmploymentHistory.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/EmploymentHistory.pdf</a>
Military History	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/MilitaryHistory.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/MilitaryHistory.pdf</a>
Job and Position Headers	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/JobAndPositionHeader.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/JobAndPositionHeader.pdf</a>
ISO Utilities	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/GuidelinesForUtilities.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/GuidelinesForUtilities.pdf</a>
Identifier Types	<a href="http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/IdentifierTypes.pdf">http://ns.hr-xml.org/2_0/HR-XML-2_0/CPO/IdentifierTypes.pdf</a>

## 6 Appendix C – Reference Examples

### 6.1 *BackgroundCheck Example*

See:

[http://ns.hr-xml.org/2\\_0/HR-XML-2\\_0/Screening/BackgroundCheck.xml](http://ns.hr-xml.org/2_0/HR-XML-2_0/Screening/BackgroundCheck.xml)

## 7 Appendix: Required/Recommended Fields

The data required to execute a background search can vary depending on the particular type of search and the jurisdiction where the search is conducted. While there is variation in what may be required, the matrix below shows what information minimally is required to execute background searches within the United States. √ = Generally required; O = recommended

Data:	Family Name	Given Name	Middle Name	Previous Name	Country Code	Gov. ID	Date Of Birth	Gender Code	Military Status	Veterans Status	Tel.	Address Line	Municipality	Region	County	Start & End Date	Competency
<b>Search Type:</b>																	
<b>Criminal</b>	√	√	√		√		√						√	√	O		
<b>Education</b>	√	√	√		√	√	√									√	√
<b>Prior Employment</b>	√	√	√	O												√	
<b>Licenses:</b>																	
<b>Driver</b>	√	√	√		√	O	√							√			√
<b>Teacher</b>	√	√	√		√	√								√			√
<b>GSA</b>	√	√	√		√	√											√
<b>Pharmacist</b>	√	√	√		√	√								√			√
<b>Physician</b>	√	√	√		√	√								√			√
<b>Credit</b>	√	√	√		√	√	O					√	√	√			
<b>SSN Trace</b>	√	√	√		√	√											
<b>WorkersComp</b>	√	√	√		√	√	√										
<b>Reference :</b>																	
<b>Personal</b>	√	√	√	O							√						
<b>Professional</b>	√	√	√	O							√						
<b>Drug Screening</b>	√	√	√														

