



# Business Capabilities



Better information leads to **better insights**.  
**Better insights** lead to smarter hiring decisions.

**aINSIGHT**<sup>TM</sup>  
ACCESSIBLE. AGILE. ACCURATE.

# INTRODUCTION

Founded in 1990, aINSIGHT is a U.S.-based professional background screening organization focused on providing trusted, efficient and fully compliant criminal background and drug screening, credentialing, workflow management and driver qualification services. Our solutions help employers minimize risk through the thoughtful design, implementation and management of intelligent screening programs. Clients choose us for efficiency delivered with accuracy and credibility.

We partner with business owners, government entities and Fortune 500 corporations and deliver a suite of 100+ services, all enabled by sophisticated, state-of-the-art technology systems. More specifically, we offer a robust suite of solutions designed for specific industries. These include: Transportation, Healthcare, Education, Insurance, Energy, and Manufacturing.

All of our screening services and solutions are accredited by the Background Screening Council (BSCC) as recognized by the Professional Background Screening Association (PBSA). In addition we hold and maintain leading, industry-recognized certifications related to HR integration and drug screening.

**We are the right background screening partner for organizations that want to make hiring decisions based on fact and insight.**

While we have processes and technologies that are built and designed for speed, we will never compromise accuracy for the sake of efficiency. Our focus is in arming our clients with the accurate information they need to make informed decisions in a timely manner.

At aINSIGHT, we partner with organizations of all sizes. Yet we specialize in meeting the particular needs of growing mid-sized organizations. We do so with integrated and interconnected systems, expedience and agility, industry knowledge and expertise, and unmatched customer service.

**Above all, we walk the walk.** We are as cautious and rigorous in the vetting, hiring, training and retraining of our own people as our customers are in theirs.

**Welcome to the aINSIGHT family.**

## INDUSTRIES WE SERVE

- |   |                                      |   |               |
|---|--------------------------------------|---|---------------|
|  | Transportation                       |  | Insurance     |
|  | Healthcare                           |  | Education     |
|  | Energy                               |  | Manufacturing |
|  | Retail                               |  | Staffing      |
|  | Professional Businesses and Services |   |               |

# WHY CHOOSE US

- We are a single-source provider and offer a robust suite of solutions designed for specific industries.
- We are built for speed and never compromise accuracy for the sake of efficiency.
- We have global reach and can access information and databases from more than 200 countries and territories.
- We help clients save time with paperless workflow automation.
- We have operational processes built for accuracy and bring the latest proprietary technologies and software integrations to the table.
- Our account managers and compliance professionals are responsive and committed to delivering an expert, positive customer service experience every time.
- We partner with highly-experienced labs, court record screeners and other trusted vendors who meet our high standards.

# SERVICES WE OFFER



**Background  
Screening**



**Drug  
Screening**



**Driver  
Credential File  
Management**



**Occupational  
Health  
Services**



**Form  
Automation via  
NoMoreForms**



**ATS  
Integration**



**I-9 E-Verify  
Compliance  
Services**



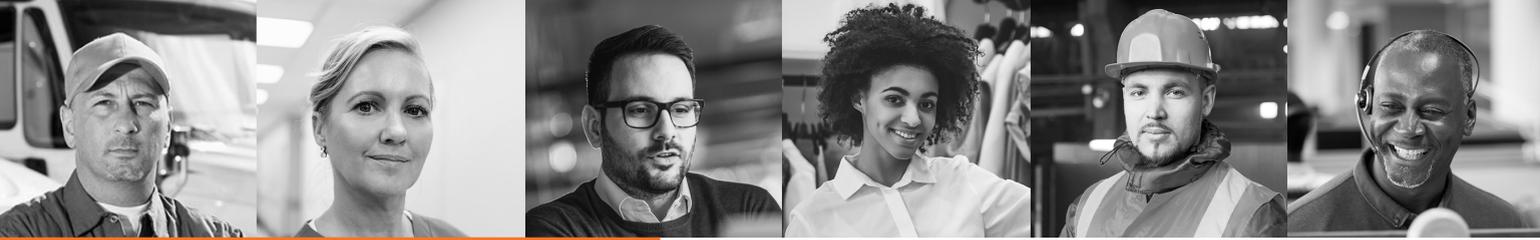
**Compliance and  
Administrative  
Services**



**Fingerprinting  
Services**

Let us help you minimize hiring and retention risk with greater insight.





## BACKGROUND CHECKS

Having access to detailed background information allows you to know exactly who you're hiring and it inspires trust and confidence in your decision making. aINSIGHT provides comprehensive employee screening services designed to meet your organization's specific and customized needs. From civil and criminal record searches to credit bureau reports and driver history, we will deliver customized candidate profiles and empower you with insight.

We know that time is of the essence and we go above and beyond to return a full screening report in a timely manner, without compromising quality or accuracy.



### **Criminal Records**

County, state, federal and international criminal records searches



### **Government & Sex Offender Searches**

Abuse registry, government watch list, healthcare sanctions and more



### **Identity Searches**

CBSV (Consent based SSN verification), Address Insight, SSN trace and more



### **Driver History Searches**

Review license validation as well as accidents/violations on record



### **Verification Searches**

Verify certifications, previous employment, education, and more



### **Financial History Searches**

Credit reports, federal bankruptcy record search, liens and judgments



### **Civil Records Searches**

County and federal district civil record searches

## **OUR SERVICE PLEDGE TO YOU**

Our account managers and compliance professionals are responsive and committed to delivering an expert, positive, and repeatable customer service experience every time.



# DRUG TESTING

A safe and productive work environment is vital for organizations and employees alike. aINSIGHT offers extensive pre-and post-employment drug screening services to ensure our clients stay compliant and maintain their work policy requirements.

Our streamlined services include SAMSHA certified laboratory services, access to a network of over 30,000 collection sites and clinics, medical review officers (MRO) certified in all 50 states, and complete program administration.

The aINSIGHT's collection site management team can contract directly with a client's existing network of collection providers for a seamless transition to our platform. aINSIGHT offers electronic chain registration (ECCF) for a paperless drug testing program. We are a Certified Third-Party Administrator (C/TPA as designated by SAPAA) of substance abuse testing and clinical services.

The benefits and confidence you gain, knowing you promote a drug-free workplace, requires confidence in your drug screening provider.

# WHAT WE OFFER

- Laboratory-based urine, oral fluid and hair drug testing (4 – 18 panel testing available)
- Alcohol screening through breath, blood, and saliva alcohol testing
- Instant drug testing (mobile testing units with complete DOT capabilities)
- Post-incident instant drug testing (onsite collection)
- Electronic chain of custody
- Random program management
- DOT and non-DOT Drug and Alcohol Policy Development
- DOT drug screening services

## TPA Services Include:

- Scheduling/Results Management/Education
- Set up collectors, collection facilities, lab and MRO accounts
- Provide Custody and control forms (CCF) and other drug/alcohol testing supplies
- Set up electronic ordering of drug testing using electronic CCF
- Set up and manage random testing programs as a consortium or stand-alone program
- Coordinate transfer of test results from MRO to the employer client
- Employee education and supervisor training
- Provide access to Employee Assistance Program (EAP) or Substance Abuse Professional (SAP)

## Why pre-employment & employment drug screenings make sense:

Drug screening for prescription and illegal drugs helps employers promote a safe and productive work environment, reduce employee attrition and lower the risk of accident and injury. Additionally, screenings may lead to early identification of drug and alcohol abuse by employees and help lower workers' compensation rates.



# OCCUPATIONAL HEALTH

In today's organizations, managing illness, injury, and related expenditures are of vital importance. aINSIGHT offers a wide variety of professional health services to meet policy commitments and maintain a healthy work environment.

- Improve and manage insurance costs
- Comply with applicable health and safety legislation
- Protect employee health and well-being

Our customizable plan extends a scheduling service that includes initial contact, appointment set up, and document preparation. aINSIGHT will monitor employee participation in scheduled appointments and ensure that clinics report up-to-date and accurate results.

**Dedicated to helping you support  
a healthy and safe workforce.**



## WHAT WE OFFER

We manage employee physicals and screenings across all industries and can accommodate a wide variety of testing requirements to fit your organization's specific needs. Services include:

### Occupational Health

- DOT Physical
- Breath Alcohol Test (BAT)
- HPE Exams
- Chest X-ray
- Vision
- Hearing
- Pulmonary Function Test (PFT)

### Vaccinations

- Hepatitis B
- Measles, Mumps, Rubella (MMR)
- Varicella
- Tuberculosis – TB
- Tetanus, Diphtheria, Pertussis – TDAP
- Flu shot

### Titers Testing

- Hepatitis B
- Measles, Mumps, Rubella (MMR)
- Varicella
- Tuberculosis – TB

## DOT CLINICAL SERVICES

aINSIGHT's Clinical Services Department works directly with SAMSHA certified laboratories, collection facilities, MROs and DOT professionals to manage and maintain a safe, drug-free work environment. Our services meet all your substance abuse and clinical service needs:

- Over 30,000 Contracted Clinics & Facilities
- Expert DOT Program Management (FMCSA & PHMSA)
- Mobile Testing Units with Complete DOT Capabilities
- Physicals, Audiograms, Pulmonary Function Tests & more
- Scheduling Services

# DRIVER QUALIFICATION FILE MANAGEMENT

The aINSIGHT Driver Qualification File Management Solution (DQF) is managed and audited by our in-house specialists. Our staff is fully versed on the regulations established by the Department of Transportation. Additionally, we are C/TPA certified — a distinguished title retained only by select companies in the United States.

## DOT Program Management

As a single-source provider, our team can expertly handle both regulated (DOT) and non-regulated programs in their entirety: Background Screening, Drug Testing, Clinical Services, Administrative & Logistical Support, and Driver Qualification File Management.

We provide better insight for carriers, oil and gas, manufacturing, power companies, aviation, hazmat transportation, and organizations with bus drivers. We integrate with HRIS and ATS software using our HR open API.



## WHAT WE OFFER

- ✓ **Manage Expiring Renewables:** Annual MVR, Record of Violations/Annual Review of Driving Record, Copy of Driver License and Medical Examiner's Certificate.
- ✓ **Ongoing File Management:** DOT audit process, SPHRR auditing, self-certification driving record, National Registry of Certified Examiners Verification
- ✓ **Stores DQ Files:** Stores a terminated drivers DQ file, 3 years from termination date
- ✓ **Employer Pull Notice Program Forms** - California DMV
- ✓ **TPA Services:** Enrolling new driver, removing a terminated driver or notification services
- ✓ **Manage FMCSA Clearinghouse:**
  - Full query
  - Limited query
  - Follow-up query (current driver resulting from non-clear limited query
  - Reporting of events: Positive BATs, refusal to test, negative RTD drug tests, completion of follow-up testing
- ✓ **MVR Monitoring:** Program Implementation, establish base-line, monitor MVR activity, MVR management

Our dedicated team will help you set up, track, and manage everything.

# FORMS AUTOMATION

NoMoreForms is a simplified software solution that streamlines document processing by eliminating the need for paper documents. It collects, routes, manages and distributes information for various tasks that are traditionally paper-intensive, thus increasing efficiency.

## Gain insight. Gain an advantage.

### Simplified

From any computer system, candidates or clients log into the system through a secure, web-based portal to complete forms and documents. The application simplifies the labor and paper-intense process of hiring, contracting, or engaging with candidates/clients. Its automated process is managed via user-defined business rules and integrated with outside suppliers.

### Scalable

We created the NoMoreForms solution with leading-edge software technology. It requires no specialized hardware or software to operate, is designed for ease-of-use and administrative staff operation, and is scalable to accommodate significant volume processing.

### Agile

This patented application was explicitly designed to support organizations involved in regulated industries. It enables a candidate to complete every form, including benefit forms and government or other regulatory forms, without the need to enter the same information multiple times.

**Subscribers report a 38% reduction in costs thanks to higher productivity and increased data integrity achieved with fewer internal resources.**

# WHAT WE OFFER

## Our solution gives you the power to:

- Boost productivity by making information more readily available
- Maximize ROI by reducing or eliminating paper expenses
- Selectively capture images of all essential documents in a workflow
- Save time and reduce error by streamlining paper-intensive processes
- Quickly respond to clients and/or candidates
- Protect your information throughout its lifecycle

## Unlimited forms submitted by a subject:

- Unlimited electronic attachments
- Notes, comments and reminders maintained
- Population of internal forms
- Master Diary
- Client forms repository
- Custom internal forms
- Standard MicroStrategy reporting outputs
- Recall Subjects data for additional processing
- New package form creation up to 50 forms package codes
- Customer specific branding
- Background check trigger

## Functions relevant to the Insurance Industry:

- Integration with CRM
- Configurable workflows for different relationships e.g. FMO,
- MGA, IMO, Captive, Agency, Broker
- Auto Appointment
- IP and Mac address recording
- Dedicated Customer Support & Producer support



Gain an **accurate** and multi-dimensional view of someone's background **BEFORE** you hire.



## Contact Us

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