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About this capture

8 captures

23 Nov 2009 - 11 Aug 2015

HOME  
homePRODUCTS  
productsABOUT US  
about usFAQ  
faqFEEDBACK  
feedbackPURCHASE  
purchaseCONTACT US  
contact us

## PRODUCTS

> [Product Brochure](#)

Based on years of experience and instruction in the best background screening practices, Background Assistant embodies advanced features that will relieve the investigator of repetitive administrative tasks, allowing more time to focus on actual field investigation.

This web based application eliminates the need for software installation, server cost and space and expensive I.T. support. The only thing that is needed is an internet connection making this product a versatile tool for the investigator.

Background Assistant easily allows you to

- Provide an online application form for your applicants, customized with your logo, which captures hundreds of basic data points and can accommodate thousands of pieces of your applicant's information.
- Eliminate the need for bulky forms, standardizes applicant information, and allows applicants to apply for employment with your agency without delay.
- Electronically transfer data from the online application to an investigator worksheet where multiple layer security for your data is achieved through the use of individual user passwords, and a 256-bit data encryption process.
- Efficiently manage case files from a home page that display all assigned cases, and the status of correspondence on each case.
- Receive a printed copy of your applicant's online application, while the information is maintained by Background Assistant in a detective worksheet.
- View pending and partial online applications by supervisors through an easy to use dashboard. When the electronic form is automatically submitted by the applicant as complete, supervisors may assign cases to multiple detectives and monitor case progress.
- Automatically generate law enforcement correspondence based on applicant address data. Background Assistant, using information from National Public Safety Information Bureau, producers of the Law Enforcement Directory, has embedded public safety address information in the application that automatically prints to correspondence documents.
- Automatically create law enforcement inquiry letters for prior residences, employment history, military service and other areas where the applicant has lived, worked or possibly had contact with a law enforcement agency, greatly enhancing the scope of your investigation.
- Choose to auto generate educational, employment, landlord, and character reference correspondence. All inquiry letters are preformatted and provide both a cover letter and questionnaire when applicable.
- Auto populate an actual SF180, if your applicant has military experience, and Background Assistant will generate a "Request Pertaining to Military Record" to retrieve military documents which can then be printed and signed for mailing.

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[8 captures](#)

23 Nov 2009 - 11 Aug 2015

executive summary for quick review.

Background Assistant is a revolutionary advancement in background investigation tools. Background Solutions, LLC has worked hard to provide the investigator with a product that demonstrates the best practices nationwide in background investigations. Understanding the need to provide a comprehensive review of an applicant's qualifications, this tool was developed based on background experience by law enforcement professionals, specifically for the public safety background investigator.

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