

PROJECT PROPOSAL – BACKGROUND CHECKING WORKGROUP

PROJECT SCOPE

The purpose of this project is to review and describe the “Background Checking” domain and to produce one or more schemas that will enable the exchange of data related to background checking.

Objectives

The objective of the project is to standardize the exchange of information related to background checking. In order to accomplish this, we will need to review and describe the specific processes we wish to accommodate and establish specific terminology to describe them.

Problem Domain

Background checking has become a very formalized procedure compared to its beginnings when it was as simple as asking a friend or associate if they ever heard of your new applicant. Today’s litigious society has driven the industry to new heights, and drives more and more employers into background checking programs every year. The current HR systems, customer systems, and the background checking vendors systems are unable to universally exchange information. This leaves HR customers with the burden of keying data to multiple systems or writing programs to facilitate a particular vendor. These custom programs are unique to the vendors formats, making a change to another background company painful and/or expensive, even if the service provided by that company is below acceptable levels.

Business Processes Supported

The Background Checking Workgroup will research and model the specific processes to be supported. At a minimum, the workgroup will develop DTDs/schemas to support background checks requests from employers (or more generically BGCheckConsumers) as well as DTDs/schemas to support the return of background check reports from vendors of background check services (BGCheckSuppliers). The DTDs/Schemas will be developed to support a variety of types of background checks, such as checks relating to criminal records, education, employment history, and credit worthiness.

Schemas to support billing and payment for background checking services are outside of the immediate scope of the Background Checking Workgroup.

Business Case Rationale – ROI Examples

Elimination of data entry to multiple systems is an immediate cost saving to employers. The companies that currently fax to avoid the data entry will realize improved accuracy when the data flows from their system. Companies that are currently bound to a background checking company because their systems can talk would have freedom to move a company that provides better service, possibly at a lower price. Cost savings go direct to the bottom line, while efficiencies pay off by getting the background check back quickly and getting the offer to the candidate before they go to another firm.

Relationship to Other HR-XML Projects

The work of Background Checking Workgroup is related and complementary to work being performed by the Consortium’s Recruiting and Staffing and Competencies Workgroups.



Relationship to Other Standards Body Initiatives

No other entities are known to address standards for this issue.

PROJECT DELIVERABLES

Schemas

At a minimum, the workgroup will develop DTDs/schemas to support background checks requests from employers (or more generically BGCheckConsumers) as well as DTDs/schemas to support the return of background check reports from vendors of background check services (BGCheckSuppliers).

Possible Reference Implementations

The workgroup will plan for an early proof-of-concept demonstration involving member companies.

Estimated Resources Required

Resources will need to be determined once a better scope is defined.

Proposed Schedule

1. Identification of specific business processes to be supported. By March 1.
2. Modeling of initial processes to be supported. By March 15.
3. Discuss and document payload requirements. March 15 to April 18.
4. Meet face-to-face in La Jolla, April 19-20.
5. Circulate strawman schemas and documentation. May 11.
6. Deliver Proof-of-concept demo plan (Note initial POC may only support selective types of background check reports). May 18.
7. Finalize draft schemas/protocol for POC demo. June 8 (Interim face-to-face?)
8. Demonstrate live exchange using draft protocol July 10 at Denver HR-XML meeting.
9. Revise schemas/protocol based on POC results. Circulate Version 1.0 proposal to HR-XML membership by Sept. 7.
10. Vote on Version 1.0 at October 2001 HR-XML meeting.

Risks

The background checking industry changes regularly due to legislation, or new searches or sources of information becoming available. These unknowns cannot be taken into account.

Terminology and taxonomies differ between end users, and between providers of information.

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