**WEB DESIGN LAYOUT AND CONTENT | MKW SCREEN**

**Site Map**

Home Page

Background Checks

* County Criminal (Northeast Florida)
* Public Records Search
* Employment Screen (Level II)

EEO Investigations

* EEO Investigations
* Federal EEO Mediation
* Workplace Misconduct Investigations
* Sex Based Discrimination in Education (Title IX)

Company

* About Us
* FAQ’s
* Contact Us

Order

Terms of Service

Privacy Policy

**Web Content**

Home Page

Your business partner in this fast-moving employment market.

Background Checks

County Criminal (Northeast Florida)

We physically enter the courthouses and law enforcement agencies of the below listed counties to conduct research to obtain records. Each court may have different processes for record storage and request handling; some provide immediate access through public kiosks, while others require clerk assistance, potentially causing delays. Our firm will physically pull the criminal records for the following counties: **Duval, Clay, Nassau, St. John’s, Baker, Union, Bradford**.

Public Records Search (Most Popular)

Our Public Records Search is frequently used to screen domestic workers, i.e. nannies, housekeepers and maintenance professionals that are frequently in your home around your family. This search is also used heavily for the vetting of candidates in the dating community. This record search is also sufficient for base level employee screening.

Records obtained:

* Name Verification - Liens/Judgments
* Address Verification - Civil Court Records
* Criminal & Traffic Records - Business Records
* Vehicle(s) Registry - Sexual Offenses
* Driver’s License Verification - Professional Licenses
* Bankruptcy Records - Property Assets

Employment Screen (Level II)

Employment Screen (Level II) is a comprehensive and in-depth inquiry into your employment candidate’s background. This background check includes a public record, and criminal searches. Our investigators will also seek education and licensing verifications to ensure accurate candidate information.

Records obtained:

- Education Verification - Property Assets

- Name Verification - Liens/Judgments

- Address Verification - Civil Court Records

- Criminal & Traffic Records - Business Records

- Vehicle(s) Registry - Sexual Offenses

- Driver’s License Verification - Professional Licenses

- Bankruptcy Records

EEO Investigations

In today’s litigious environment the best defense against wrongful employee misconduct occurring in your organization is an independent business partner that will conduct a fact-finding that identifies the root cause of incidents and allegations.

Our investigations agency partners with employers, municipalities, and educational institutions on race, color, religion, sex, sexual harassment, age, disability, pregnancy, national origin, marital status, sexual orientation and (Title IX) in education discrimination allegations.

Dispute Resolution

Our agency’s Alternative Dispute Resolution (ADR) practice helps employers resolve disputes before there is a need for litigation in the courts. ADR provides an alternative to lengthy and costly litigation by offering a cost-effective resolution of disagreements in less time.

EEO Investigations

Our agency’s federal EEOC trained and certified investigators are contractual partners to local, state and federal agencies. We conduct formal review of claims made in a complaint of discrimination by government employees. Our investigations are non-adversarial, our investigators will gather evidence regardless of the positions of the parties involved. The investigation process may include Interviews, Fact-finding conferences, Requests for information, Interrogatories, and Affidavits.

Workplace Misconduct Investigations

Employers reduce their legal risk when they can veritably show that it acted promptly and appropriately when it received a complaint or otherwise learned of potential misconduct. Proper workplace investigations are critical to ensuring a safe, productive, and respectful workplace. Our agency’s federal EEOC trained and certified investigators will conduct the necessary fact-finding investigation and provide a final investigation report for your necessary action.

Sex Based Discrimination in Education (Title IX)

Title IX of the Education Amendments of 1972 is a federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities. All public and private elementary and secondary schools, school districts, colleges, and universities receiving any federal funds must comply with Title IX. Under Title IX, discrimination on the basis of sex can include sexual harassment or sexual violence, such as rape, sexual assault, sexual battery, and sexual coercion. Our agency’s federal EEOC trained and certified investigators will conduct the necessary fact-finding investigation and provide a final investigation report for your necessary action.

Company

About Us

MKW Screen, is a Florida based investigations agency that understands that organizations must operate in a highly regulated, litigious business climate. Our screening and workplace investigation services help employers minimize the legal risks involved in making employment decisions without compromising business needs. Founded by a corporate investigator with over 25 years of EEO compliance, employee relations and character investigations.

FAQ’s

What information is required to order a county criminal or public record report?

County criminal and public records reports require a first name, middle initial, and last name, along with date of birth. A social security number is also highly preferred.

What information is required to order an employment screening (Level II)?

Employment screening requires a first name, middle initial, and last name, along with date of birth, and social security number. A copy of the applicant’s resume or application shall be uploaded when submitting screening request. A mailing and e-mail address for your applicant, which we will use for legal purposes only. The employer must obtain a signed release form from the applicant before running the report and comply with the relevant provisions of the Fair Credit Reporting Act.

How long does it take to report?

Most background checks take 3 to 7 business days to complete, but some may take longer. Every background check is as unique as the individual applying, so the completion time varies with each report. Three common reasons your background check may be taking longer to complete include:

* We are waiting for a piece of information from you. If this is the case, you should have received a communication from us.
* The county court(s) being searched is/are taking longer than usual to return data. It's possible, for example, that there is a record request backlog in one of the counties or courts being searched.
* Your background check includes a screening, like employment or education verification, that depends on verifying information with third parties.

Do I need a release form to do a background check?

Yes. The Fair Credit Reporting Act requires you to obtain written permission from the applicant in a clear and conspicuous manner. It is the employer’s responsibility to ensure that your release form complies with the laws in your jurisdiction. We highly recommend having a lawyer review the forms you use.

What are my legal obligations to the applicant that is being screened?

Employment screening is covered by the Fair Credit Reporting Act (FCRA) and applicable state and local laws. Key requirements of the FCRA include:

Written permission from the applicant is required before performing a background check for employment screening. If you intend to take "adverse action" against someone as a result of performing a background check, including but not limited to termination or failure to hire, you must do the following prior to taking the action: Provide the subject of the report with a copy of the report, along with MKW Screen’s contact information. Provide the subject of the report a written summary of their rights under the FCRA. Give the applicant a reasonable amount of time to get their background check corrected before making any final decisions on their employment.

Regarding the rules for adverse action, it is important to realize that they are designed to protect the subject of the report in case there are errors in their record. Proper notification allows them a chance to dispute the results with MKW Screen or the relevant agency.

Are employment screenings paid in advance of service?

Yes, our Public Records and Employment Screen (Level II) services are paid for in advance on per order. Please contact us for contractual discussions regarding high volume screening needs.

Why was my report suspended?

A report may be suspended because MKW Screen, or the company you applied to, has requested information or documentation from you to proceed, and has not yet received it. If there is an outstanding request for information or documentation MKW Screen will contact you directly. Please note that some companies may require you to upload documentation directly with them in which case you will want to reach out to the company you applied to.

Contact Us

10990 Ft. Caroline Road

Suite 350761

Jacksonville, Florida 32235

Phone: 888-510-3015

Email: records@mkwscreen.com

Web: www.mkwscreen.com

Order

County Criminal ($150.00)

Public Records Search ($120.00)

Employment Screen (Level II) | ($180.00)

Order Form

Subject to Be Screened

First Name:

Middle Name:

Last Name:

SSN:

DOB:

Client Information

First Name:

Last name

Email

Phone:

Company name:

□ I have reviewed and agree to comply with MKW Screen’s Terms of Service and Privacy Policy.

Upload Documents Button

Terms of Service

Drafted on separate document.

Privacy Policy

Drafted on separate document.