

Gift of Adoption Staff, National and Chapter Board Members, and Ambassadors
Background Check Program and Policies

National Board Background Check Policy, Specific Screens & Forms and Process

Effective date: October 1, 2012, for staff, ambassadors, new and existing chapter, and national board members

Updated: July 15, 2021, to include social media background screening

I. Our Policy

Board Volunteer, Ambassador or Staff Acceptance Policy:

Due to the nature of our work at Gift of Adoption, we require all staff, national and chapter board members and ambassador candidates to successfully complete a social media and criminal background check when joining the organization. For staff and national board members these background checks will be conducted every 3 years. For ambassadors, the frequency of background checks may vary as determined in the ambassador contracting process.

Gift of Adoption does not accept any candidate or active staff, national or chapter board member or ambassador that has been convicted of a violent and / or felonious crime or a crime involving moral depravity* or that has engaged in online activity that involves demonstrations of racism or intolerance, potentially illegal activity, potentially violent conduct or sexually explicit material**.

Gift of Adoption will not proceed with or will immediately investigate with possibility of ending the relationship with staff, national and chapter board members and ambassadors convicted of the aforementioned crimes, or demonstrations of online activity incongruent with Gift of Adoption's policies, public image and values.

Background screens are conducted in compliance with FCRA, Title VII, and applicable state laws which include appeal provisions as does Gift of Adoption Governing Policies.

*See Note 1 in attachments

** See Note 2 in attachments

II. Background Checks are described in Note 2 and include:

- Sexual Offender
- Felony & Misdemeanor (FAM)
- SSN Verification***
- LexisNexis National Criminal File
- Online Activity Screen
- Credit Report [Staff, National Board President and Treasurer (only)]

*** No need for Social Security verification check w/ renewal background checks.

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III. Process

Timing: Background checks are performed by the staff under the direction of the CEO, and in compliance with the national board's asset protection and overall governance policies, after the candidate is voted upon, but before the candidate is fully onboarded.

Communication: The CAO and GOA recruiter will communicate with candidates regarding their background checks upon their completion.

Cost: GOA covers the cost of background checks.

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Note 1 Source data: <http://www.state.gov/documents/organization/86942.pdf>.

U.S. government guidance on determining moral turpitude

A definition of moral turpitude is available for immigration purposes on the [United States Department of State](#) website.^[10] For offenses (or arrests on suspicion of such offenses) occurring outside the U.S., the locally defined offense must be considered against the U.S. definitions, and in such cases it is the definition of the offense (as defined in the appropriate country) which is considered for immigration purposes, and not the circumstances of the individual's actual case.^[citation needed]

Category	Crimes involving moral turpitude	Crimes not involving moral turpitude
	<p><u>Fraud:</u></p> <ul style="list-style-type: none"> • Making false representation • Knowledge of such false representation by the perpetrator • Reliance on the false representation by the person defrauded • An <u>intent</u> to defraud • The actual act of committing fraud <p>Evil intent:</p> <ul style="list-style-type: none"> • Arson • Blackmail • Burglary • Embezzlement • Extortion • False pretenses • Forgery • Fraud • Larceny (grand or petty) • Malicious destruction of property • Receiving stolen goods (with guilty knowledge) • Robbery • Theft (when it involves the intention of permanent taking) • Transporting stolen property (with guilty knowledge) 	<ul style="list-style-type: none"> • Damaging private property (where intent to damage not required) • Breaking and entering (requiring no specific or implicit intent to commit a crime involving moral turpitude) • Passing bad checks (where intent to defraud not required) • Possessing stolen property (if guilty knowledge is not essential) • Joy riding (where the intention to take permanently not required) • Juvenile delinquency • Trespassing
Crimes Against Property		
Crimes Committed Against	<ul style="list-style-type: none"> • Bribery • Counterfeiting • Fraud against revenue or other 	<ul style="list-style-type: none"> • Black market violations • Breach of the peace • Carrying a concealed weapon

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**Governmental
Authority**

- government functions
- [Mail fraud](#)
- [Perjury](#)
- Harboring a [fugitive](#) from justice (with guilty knowledge)
- [Tax evasion](#) (willful)
- [Desertion](#) from the Armed Forces
- [Disorderly conduct](#)
- [Drunk](#) or [reckless driving](#)
- Driving while license suspended or revoked
- [Drunkenness](#)
- [Escape from prison](#)
- Failure to report for [military induction](#)
- False statements (not amounting to perjury or involving fraud)
- [Firearm](#) violations
- [Gambling](#) violations
- [Immigration](#) violations
- [Liquor](#) violations
- [Loan sharking](#)
- [Lottery](#) violations
- Minor [traffic violations](#)
- Possessing [burglar](#) tools (without intent to commit burglary)
- [Smuggling](#) and customs violations (where intent to commit fraud is absent)
- [Tax evasion](#) (without intent to defraud)
- [Vagrancy](#)

**Crimes
Committed
Against Person,
Family
Relationship, and
Sexual Morality**

- [Abandonment](#) of a minor child (if willful and resulting in the destitution of the child)
- [Adultery](#) (see INA 101** repealed by Public Law 97-116)
- [Assault](#) (this crime is broken down into several categories, which involve moral turpitude):
 - Assault with intent to kill, commit rape, commit robbery or commit serious bodily harm
 - Assault with a dangerous or deadly weapon
- [Bigamy](#)
- [Paternity fraud](#)
- Contributing to the delinquency of a [minor](#)
- [Gross indecency](#)
- Incest (if the result of an improper
- [Assault](#) (simple) (any assault, which does not require an evil intent or depraved motive, although it may involve the use of a weapon, which is neither dangerous nor deadly)
- [Bastardy](#) (the offense of begetting a bastard child)
- Creating or maintaining a [nuisance](#) (where knowledge that premises were used for prostitution is not necessary)
- [Incest](#) (when a result of a marital status prohibited by law)
- Involuntary manslaughter (when killing is not the result of recklessness)
- [Libel](#)
- Mailing an [obscene](#) letter

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- sexual relationship)
- [Kidnapping](#)
- [Lewdness](#)
- [Manslaughter](#):
 - Voluntary
 - Involuntary (where the statute requires proof of recklessness, which is defined as the awareness and conscious disregard of a substantial and unjustified risk which constitutes a gross deviation from the standard that a reasonable person would observe in the situation. A conviction for the statutory offense of vehicular homicide or other involuntary manslaughter requires only a showing of negligence will not involve moral turpitude even if it appears the defendant in fact acted recklessly)
- [Mayhem](#)
- [Murder](#)
- [Pandering](#)
- [Prostitution](#)
- [Rape](#) (including "[Statutory rape](#)" by virtue of the victim's age)
- An attempt to commit a [crime](#) deemed to involve moral turpitude
- Aiding and abetting in the commission of a crime deemed to involve moral turpitude
- Being an accessory (before or after the fact) in the commission of a crime deemed to involve moral turpitude
- Taking part in a [conspiracy](#) (or attempting to take part in a conspiracy) to commit a crime involving moral turpitude where the attempted crime would not itself constitute moral turpitude.

- [Mann Act](#) violations (where coercion is not present)
- Riot
- [Suicide](#) (attempted)

Attempts, Aiding and Abetting, Accessories and Conspiracy

N/A

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From the [United States Department of State](#) Foreign Affairs Manual^[10]

Note 2: Gift of Adoption conducts social media screening through a third-party organization, Social Intelligence [<https://www.socialintel.com/>]

Cost and scope of the social media screen is \$20. Reviews seven-year history. Comprehensive search of publicly available posts can include but not limited to Facebook, Instagram, Twitter, LinkedIn, etc.

Gift of Adoption conducts all other background screening through a third-party organization, FirstAdvantage, with screens relevant to the work of Gift of Adoption as outline below:

Sexual Offender

\$8.25

Search of individual state Sex Offender Registries to provide information on sexual offenders that are required to register as Sexual/ Violent Offenders in the state where they currently reside.

Felony & Misdemeanor (FAM)

\$14.50

An in-person search of felony and misdemeanor records at the primary court location (superior, circuit, county, common pleas). Reports obtain felony and misdemeanor records.

SSN Verification

\$2.75

The Social Security Number Verification (SSNV) matches the given SSN, first name, last name, address and DOB against a database which contains information provided by companies with which the consumer has had financial dealings.

Our social security number search warns if a Social Security number:

- May never have been issued
- May have been issued to a person who has been reported deceased
- Has other names associated with the SSN
- Has been recently issued

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As an additional feature of the Social Security Number verification, the report discloses other addresses associated with the Social Security Number. Many employers utilize this information to determine if the applicant has truthfully supplied all relevant residential address history on the employment application. Addresses revealed by the Social Security Number verification, but not supplied by an applicant, may be used to expand a criminal record search. These undisclosed addresses may lead to a criminal conviction record the applicant has attempted to shield from a prospective employer.

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First Advantage National Criminal File

\$8.50

The First Advantage National Criminal File PLUS utilizes proprietary technology to instantly search for names associated with the candidate's Social Security number.

The First Advantage National Criminal File PLUS:

- Automatically searches the First Advantage NCrF database for all given and developed other names
- Helps to uncover names not reported by the candidate
- Enhances the possibility of identifying unreported criminal records
- Provides address history associated with the SSN

Criminal data sources include all sources listed in the First Advantage National Criminal File Search.

Total Cost: \$34.00

Additional Background Checks

Credit Report [Staff, Board President and Board Treasurer]

\$8.00

Provides credit history through a national credit bureau. Information obtained can include:

- Name(s) on account
- Date opened
- Status date
- High credit
- Amount owing
- Rating and history
- Late payments
- Public record amounts
- Employment and residence history may be included