



APPLICANT INFORMATION

Last Name		First Name		M.I.	Date
Street Address				Apartment/Unit	
City		State		Zip	
Home Phone		Cell Phone		Email Address	
Date Available to Start		Social Security No.		DL or State ID #	
Are you a citizen of the United States		YES	NO	If no, are you authorized to work in the U.S.?	
Are you at least 18 years of age?		YES	NO		
Have you ever worked for this company?		YES	NO	If so, when?	
Have you ever been convicted of any crime?		YES	NO	If yes, explain	
Do you have a valid Drivers License with less than 6 points?		YES	NO		

EDUCATION

High School		Address	
From:	To:	Did you graduate?	
College		Address	
From:	To:	Did you graduate?	Degree Received
Other		Address	
From:	To:		

REFERENCES – Please list 3 professional references

Full Name	Company Name
Address	Phone #
Full Name	Company Name
Address	Phone #
Full Name	Company Name
Address	Phone #

PREVIOUS EMPLOYMENT

Company	Phone #
Address	Supervisor
Job Title	Starting Salary \$ Ending Salary \$
From To	Reason for Leaving
Responsibilities	May we contact your previous employer?

Company	Phone #
Address	Supervisor
Job Title	Starting Salary \$ Ending Salary \$
From To	Reason for Leaving
Responsibilities	May we contact your previous employer?

Company	Phone #
Address	Supervisor
Job Title	Starting Salary \$ Ending Salary \$
From To	Reason for Leaving
Responsibilities	May we contact your previous employer?

Have you ever been discharged from a company or facility for abuse or neglect?	YES	NO
After reviewing the job description, are you able to perform the essential functions of the job?	YES	NO
Have you been an Ohio resident for the past five years?	YES	NO

SKILLS

Please use this space to list any special skills, work experience, certifications/licenses, etc. that may relate to the position for which you are applying:

BACKGROUND INVESTIGATION AUTHORIZATION AND DISCLOSURE

In connection with my application for employment, I authorize Compass Direct Services LLP, to order a consumer report to adequately investigate my background which may include my

- Academic record
- Criminal record
- Employment record
- Military service record
- Financial & Credit information
- Reputation and character record

I understand that information obtained from this background investigation may constitute a basis for denial of my employment. I also understand that any information obtained from this background investigation will be used solely for the purpose it was intended and will not be disseminated outside of Compass Direct Services LLP.

I hereby acknowledge that I have read the above disclosure statement and understand it.

I authorize, without reservation, any party or agency contacted by this employer or its agent to furnish the above mentioned information.

Applicants' Signature: _____

Date: _____

Social Security Number: _____

CRIMINAL RECORDS CHECK

Compass Direct Services LLP is required to obtain a criminal record check for individuals who are hired to comply with Ohio Licensure requirements. A criminal records check will be ordered from the Bureau of Criminal Investigation (BCI) only if an applicant is under final consideration for employment.

As an applicant of Compass Direct Services LLP, I understand that a set of fingerprint impressions will be taken for BCI and will also be taken for Federal Bureau of Investigation (FBI) if I have not lived in the state of Ohio for the last 5 consecutive years in order to process the required criminal records check.

I understand further that if I am hired by Compass Direct Services LLP, my employment will be conditional pending receipt of the results of the criminal records check.

Lastly, I understand that if, while I am employed by Compass Direct Services LLP, I am convicted of an offense that would have precluded my being employed by Compass Direct Services LLP, Compass Direct Services will terminate my employment.

Applicants' Signature: _____

Date: _____

MOTOR VEHICLE REPORT AUTHORIZATION

The undersigned, as an employee or prospective employee of Compass Direct Services LLP, hereby authorizes Compass Direct Services to obtain a copy of my Motor Vehicle Report. The motor vehicle report will be used to determine driving eligibility of Compass Direct Services clients.

I also understand that, as an employee of Compass Direct Services, my Motor Vehicle Report may be reviewed periodically over the course of my employment at the company. I understand that this information is privileged and confidential and agree to its release.

Applicants' Signature: _____

Date: _____

DISCLAIMER AND CERTIFICATION AGREEMENT

I certify that my answers are true and complete to the best of my knowledge.

I authorize Compass Direct Services to verify any information I have provided and I further authorize any of the named schools, companies, or persons listed within this application to provide any information about me contained in their records and release them from liability for such disclosure.

My signature below hereby authorizes disclosure of information and releases Compass Direct Services LLP, its offices and employees from liability for such disclosures. I understand that Compass Direct Services is an at-will employer, and either party may terminate employment at any time.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Applicants' Signature: _____

Date: _____

CRIMINAL NOTIFICATION STATEMENT

	Tier 1 Disqualifying Offenses (Permanent exclusion):		Tier 2 Disqualifying Offenses (Ten Year exclusion):
2903.01	Aggravated Murder	2903.04	Involuntary manslaughter
2903.02	Murder	2903.041	Reckless homicide
2903.03	Voluntary Manslaughter	2905.04	Child stealing as it existed prior to July 1, 1996
2903.11	Felonious Assault	2905.05	Criminal child enticement
2903.15	Permitting child abuse	2905.11	Extortion
2903.16	Failing to provide for a functionally impaired person	2907.21	Compelling prostitution
2903.34	Patient abuse and neglect	2907.22	Promoting prostitution
2903.341	Patient endangerment	2907.23	Enticement or solicitation to patronize a prostitute, procurement of a prostitute for another
2905.01	Kidnapping	2909.02	Aggravated arson
2905.02	Abduction	2909.03	Arson
2905.32	Human Trafficking	2911.01	Aggravated robbery
2905.33	Unlawful conduct with respect to documents	2913.46	Illegal use of supplemental nutrition assistance program [SNAP] or women, infants, and children [WIC] program benefits
2907.02	Rape	2913.48	Workers' compensation fraud
2907.03	Sexual Battery	2913.49	Identity fraud
2907.04	Unlawful sexual conduct with a minor, formerly corruption of a minor	2917.02	Aggravated riot
2907.05	Gross sexual imposition	2923.01	Conspiracy when the underlying offense is any of the offenses or violations on this list
2907.06	Sexual imposition	2923.02	Attempt when the underlying offense is any of the offenses or violations on this list
2907.07	Importuning	2923.03	Complicity when the underlying offense is any of the offenses or violations on this list
2907.08	Voyeurism	2923.12	Carrying concealed weapon
2907.12	Felonious sexual penetration	2923.122	Illegal conveyance or possession of deadly weapon or dangerous ordnance in a school safety zone, illegal possession of an object indistinguishable from a firearm in a school safety zone
2907.31	Disseminating matter harmful to juveniles	2923.123	Illegal conveyance, possession, or control of deadly weapon or dangerous ordnance into courthouse
2907.32	Pandering obscenity	2923.13	Having weapons while under disability)
2907.321	Pandering obscenity involving a minor	2923.161	Improperly discharging a firearm at or into a habitation or school
2907.322	Pandering sexually oriented matter involving a minor	2923.162	Discharge of firearm on or near prohibited premises
2907.323	Illegal use of minor in nudity-oriented material or performance	2923.21	Improperly furnishing firearms to minor
2909.22	Soliciting/providing support for act of terrorism	2923.32	Engaging in pattern of corrupt activity
2909.23	Making terrorist threat	2923.42	Participating in criminal gang
2909.24	Terrorism	2925.02	Corrupting another with drugs
2913.40	Medicaid fraud	2925.03	Trafficking in drugs
2923.01	Conspiracy when the underlying offense is any of the offenses or violations on this list	2925.04	Illegal manufacture of drugs or cultivation of marijuana
2923.02	Attempt when the underlying offense is any of the offenses or violations on this list	2925.041	Illegal assembly or possession of chemicals for the manufacture of drugs
2923.03	Complicity when the underlying offense is any of the offenses or violations on this list	3716.11	Placing harmful objects in food or confection
	A conviction related to fraud, theft, embezzlement, breach of fiduciary responsibility, or other financial misconduct involving a federal or state-funded program, excluding the disqualifying offenses set forth in section 2913.46 of the Revised Code (illegal use of supplemental nutrition assistance program [SNAP] or women, infants, and children [WIC] program benefits).		A violation of an existing or former municipal ordinance or law of this state, any other state, or the United States that is substantially equivalent to any of the offenses or violations on this list.
	A violation of an existing or former municipal ordinance or law of this state, any other state, or the United States that is substantially equivalent to any of the offenses or violations on this list		

	Tier 3 Disqualifying Offenses (Seven Year Exclusion):		Tier 4 Disqualifying Offenses (Five Year Exclusion):
959.13	Cruelty to animals	2903.13	Assault
959.131	Prohibitions concerning companion animals	2903.22	Menacing
2903.12	Aggravated assault	2907.09	Soliciting after positive human immunodeficiency virus test
2903.21	Aggravated menacing	2907.25	Prostitution
2903.211	Menacing by stalking	2907.33	Deception to obtain matter harmful to juveniles
2905.12	Coercion	2911.13	Breaking and entering
2909.04	Disrupting public services	2913.02	Theft
2911.02	Robbery	2913.03	Unauthorized use of a vehicle
2911.12	Burglary	2913.04	Unauthorized use of property, computer, cable, or telecommunication property
2913.47	Insurance fraud	2913.05	Telecommunications fraud
2917.01	Inciting to violence	2913.11	Passing bad checks
2917.03	Riot	2913.21	Misuse of credit cards
2917.31	Inducing panic	2913.31	Forgery, forging identification cards
2919.22	Endangering children	2913.32	Criminal simulation
2919.25	Domestic violence	2913.41	Defrauding a rental agency or hostelry)
2921.03	Intimidation	2913.42	Tampering with records
2921.11	Perjury	2913.43	Securing writings by deception
2921.13	Falsification, falsification in theft offense, falsification to purchase firearm, or falsification to obtain a concealed handgun license	2913.44	Personating an officer
2921.34	Escape	2913.441	Unlawful display of law enforcement emblem
2921.35	Aiding escape or resistance to lawful authority	2913.45	Defrauding creditors
2921.36	Illegal conveyance of weapons, drugs, or other prohibited items onto grounds of detention facility or institution	2913.51	Receiving stolen property
2923.01	Conspiracy when the underlying offense is any of the offenses or violations on this list	2919.12	Unlawful abortion
2923.02	Attempt when the underlying offense is any of the offenses or violations on this list	2919.121	Unlawful abortion upon minor
2923.03	Complicity when the underlying offense is any of the offenses or violations on this list	2919.123	Unlawful distribution of an abortion-inducing drug
2925.05	Funding of drug or marijuana trafficking	2919.23	Interference with custody
2925.06	Illegal administration or distribution of anabolic steroids	2919.24	Contributing to unruliness or delinquency of child
2925.24	Tampering with drugs	2921.12	Tampering with evidence
2927.12	Ethnic intimidation	2921.21	Compounding a crime
	A violation of an existing or former municipal ordinance or law of this state, any other state, or the United States that is substantially equivalent to any of the offenses or violations on this list	2921.24	Disclosure of confidential information
		2921.32	Obstructing justice
		2921.321	Assaulting/harassing police dog or horse/service animal
		2921.51	Impersonation of peace officer
		2923.01	Conspiracy when the underlying offense is any of the offenses or violations on this list
		2923.02	Attempt when the underlying offense is any of the offenses or violations on this list
		2923.03	Complicity when the underlying offense is any of the offenses or violations on this list
		2925.09	Illegal administration, dispensing, distribution, manufacture, possession, selling, or using any dangerous veterinary drug
		2925.11	Drug possession other than a minor drug possession offense
		2925.13	Permitting drug abuse
		2925.22	Deception to obtain dangerous drugs
		2925.23	Illegal processing of drug documents
		2925.36	Illegal dispensing of drug samples
		2925.55	Unlawful purchase of pseudoephedrine product
		2925.56	Unlawful sale of pseudoephedrine product
			A violation of an existing or former municipal ordinance or law of this state, any other state, or the United States that is substantially equivalent to any of the offenses or violations on this list

Applicants' Name: _____

Date: _____

- ☐ I certify that I have reviewed the list of criminal codes in Tier 1 through 4 as presented. I also certify that I have **NOT been convicted of or pleaded guilty to any of the crimes listed.**
- ☐ I further agree to notify the employer within **14 calendar days** if, while employed by Compass Direct Services, I am ever formally charged with, convicted of, or plead guilty to any of the offenses listed or described in the disqualifying criminal codes. My signature attests that I have been informed that by signing this document my failure to report formal charges, any convictions, or guilty pleas may result in being dismissed from employment with Compass Direct Services LLP.
- ☐ I certify that I have been a resident in the state of Ohio for the last 5 years.
- ☐ I give Compass Direct Services LLP permission to complete all background checks which may include but not limited to:
- Abuser Registry
 - Sex Offender Database
 - United States general services administration
 - Database of Incarcerated and supervised offenders
 - DODD Abuser Registry
 - DOH Nurse AD Registry
 - References
 - Drug/Alcohol Testing
 - Ohio BMV
 - BCI
 - FBI (if applicable)

If your name appears negatively on any of the above 1-7, our agency is prohibited from hire; therefore, we will not employ nor continue to employ if an applicant's or employee's name appears on any of the above databases.

Please check each circle, if you have read and understand the information provided.

Applicants' Signature: _____

Date Signed: _____

