

Diocese of Superior Disclosure Regarding Consumer Reports

THE DIOCESE OF SUPERIOR WILL OBTAIN A BACKGROUND CHECK

You acknowledge and understand that in connection with your employment and/or volunteer application with the Diocese of Superior and its affiliated parishes (including any independent contract for services), a “consumer report” and/or investigative consumer report on you will be obtained from Trak-1, a consumer reporting agency, or from any third party, in strict compliance with both state and federal law. You additionally understand that the results of background checks conducted by the Diocese of Superior may result in modification or termination of your employment or volunteer status.

CONSUMER REPORT DEFINED

A consumer report is any communication of information by a consumer reporting agency bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which is used or expected to be used for purposes of serving as a factor in establishing your current and/or continuing eligibility for employment and/or volunteering with minors. A common term for a consumer report is a “background check report.”

INVESTIGATIVE CONSUMER REPORT DEFINED

An investigative consumer report is obtained through personal interviews with individuals who may have knowledge of your character, general reputation, personal characteristics, or mode of living. An investigative consumer report might include, calls to the personal references you provide or conversations with former supervisors or colleagues where you worked. You additionally understand that the results of background checks conducted by the Diocese of Superior may make it necessary to modify or terminate any employment or volunteer position.

REPORTS MAY CONTAIN

The consumer reports or investigative consumer reports may contain public record information which may be requested or made on you including, but not limited to: criminal records, driving history records, education records, previous employment history, social security traces, professional licensure records, government records, and others.

You further understand that these reports may include experience information along with reasons for termination of past employment. You also acknowledge and understand that information from various federal, state, local and other agencies which contain information about your past activities will be requested, and that a consumer report containing injury and illness, drug testing, or other medical records and medical information may be obtained only after a tentative offer of employment has been made.

YOUR RIGHTS AS A CONSUMER

You are hereby notified that you have the right to make a timely request for a copy of the scope and nature of the above investigative background report and/or a complete copy of your consumer report contained in Trak-1 files on you at the time of your request by providing proper identification.

You are further notified that, prior to being denied a volunteer position based in whole or in part on information obtained in the consumer report, you will be provided a copy of the report, the name, address and telephone number of the consumer reporting agency and a description in writing of your rights under the Fair Credit Reporting Act. Correspondence to Trak-1 should be forwarded to:

*Trak-1 Consumer Relations, 7131 Riverside Parkway, Tulsa, Oklahoma 74136
800 600 8999 CustomerCare@trak-1.com*

NOTE:

For the Diocese of Superior, the term “consumer report” refers to the background check required of clergy and all adults (age 18 and older) who will be working, volunteering, or otherwise interacting with minors on behalf of the Diocese of Superior and the Catholic parishes within its geographic boundaries. The Diocese of Superior has no need of nor does it conduct what is generally referred to as “credit reports”.