

## **Staffing: Frequently Asked Questions**

There are many policies related to hiring and retaining staff. Take some time to learn about the specific policies in your place of employment. You can use this sheet to record answers to standard questions about background checks and to record questions of your own.

Question	Answer in my Facility
How will I find out when a new staff member's background check has cleared? Who will tell me and how will I be notified?	
What system is currently used in my facility to distinguish between staff members with and without background check clearance?	
How well does this system work for us?	
How long does it take, on average, for FBI and state background checks to be processed?	
Additional Questions of Your Own:	