

**Summary of Background Investigation**

**Applicant Name:** \_\_\_\_\_

**Social Security** \_\_\_\_\_

**Report Prepared By:** \_\_\_\_\_

**Department/Agency:** \_\_\_\_\_

**Date (MM/DD/YYYY):** \_\_\_\_\_

**Pre-Conditional Offer**

**PERSONAL & FAMILY INFORMATION:**

**EDUCATIONAL BACKGROUND:**

**EMPLOYMENT HISTORY INFORMATION FROM REFERENCES:**

**CREDIT HISTORY/FINANCIAL STATUS:**

**VERIFICATION OF CRIMINAL HISTORY (including expunged charges and/or convictions) OR  
ANY DISCIPLINARY ACTIONS (attach documentation):**

**SUMMARY OF INTERVIEW WITH APPLICANT:**

**RECOMMENDATION OF INVESTIGATOR AS TO APPLICANT'S SUITABILITY FOR A  
CONDITIONAL OFFER OF EMPLOYMENT:**

**POST-CONDITIONAL OFFER**

**PRIOR WORKERS' COMPENSATION AWARDS:**

**OTHER INFORMATION:**

**PHYSICIAN SUGGESTED LIMITATION FOR PERFORMING ESSENTIAL JOB FUNCTIONS**

**REQUEST (S) FOR ACCOMMODATION:**

**PSYCHOLOGIST'S SUGGESTED LIMITATIONS FOR PERFORMING ESSENTIAL JOB FUNCTIONS:**

**RESULTS OF POLYGRAPH EXAMINATION**

**(OTHER CONSIDERATIONS)**

**TO BE COMPLETED BY BACKGROUND INVESTIGATOR**

I hereby certify that the results of the Background Investigation conducted on this applicant are consistent with the answers to those questions contained in the applicant's Personal History Statement. I understand it is the responsibility of this agency to obtain a certified county-wide criminal history check from each jurisdiction required and that the \_\_\_\_\_ Sheriff's Office / Telecommunications Center is satisfied that this requirement has been met.

This the \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_

Investigator's Signature \_\_\_\_\_