

Background Screening Process

- Contractor goes to ca.fadv.com/CA/welcome.do?gcsc to register for a First Advantage account.
- A site inspection will be performed at the contractor's address where the background screen orders will be placed. The cost is \$125.00 which will be billed to the contractor by GCSC.
- It can take approximately 10-15 business days for the contract to be approved and credentialed through First Advantage.
- First Advantage will notify the contractor by email after approval.
- GCSC will also be notified by First Advantage when the contractor is approved. GCSC will put the First Advantage account number under that contractor's GCSC account and notify the contractor that they are able to place background screening orders.
- It takes approximately 1.5 business days for the background screening report to come back on an individual. These reports are to be viewed on the First Advantage website above.

PLEASE CONTACT MANDY AT GCSC FOR ADDITIONAL QUESTIONS AT 504-469-7787 EXT. 214.