

MidMichigan Health Contractor Access:

1. Training Requirements:

- Background Level 1
- 2 Hour Asbestos Awareness
- Dow Construction and Maintenance Training **OR** OSHA 10 HR Construction
- MMH Contractor Orientation (you will not be able to take this until all other training has been completed)

If you have completed any of the above training requirements anywhere other than GLSTC then you **MUST** provide a copy of certification of completion. (Any outside background checks will not be accepted).

2. GLSTC Training Card:

- Upon completion of the above training requirements, we will print off a training card, which will need to have a picture. If you are local (Midland Area), please stop into our facility to have your photo taken. If you are not local then a JPEG picture may be sent in but you must also provide a copy of a government or state issued ID with it.

3. Company Contact:

- One designated company Representative will receive communication e-mails from GLSTC as well as login credentials for employees to take the MMH Contractor Orientation Training.
- Please specify on page 8 within this packet to designate this individual in the primary contact section. You may also provide additional contacts that will be authorized to pick up GLSTC training cards on your company's behalf.

4. Within this Packet:

- Checklist is required when sending in proof of completion documentation
- Pages 3-4 (Disclosure & Authorization) to be filled out **ONLY** if you need a level 1 background check completed.
- Pages 7-8 (company information) to be filled out by company representative
- Payment Form – we require payment on hand at the time of service for non-member companies. Member companies are invoiced.

GLSTC Contact:

Nicole Wallace

Direct: (989) 492-7033

Please send all documentation to: nwallace@glstc.org

All companies must be set up and training must be completed and documented by December 1, 2017.

Site Access: MidMichigan Health



Great Lakes Safety Training Center assists various sites with their Contractor Site Access. Each site has a different set of contractor requirements, which may depend on job, time on the site, and access types.

For MidMichigan Health, each contractor is required to have a background check and training to gain access and work on site. Below is the information which is required and broke down for each job type. As always, MidMighigan Health has the final say on contractor access.

Classes	Class Expiration	Background	Class Cost	Background Cost
OSHA 10 <u>OR</u> Dow CMT	OSHA - N/A	GLSTC Level 1 Background	OSHA 10 Online from GLSTC (\$71M - \$79NM) Instructor Led GLSTC (\$150M - \$180NM) Other Source – Copy of certificate of completion/OSHA card will need to be presented (No Cost)	\$65 member \$75 non (pay up front)
Asbestos Awareness	Dow CMT – 1 Year	B/G with Informed Consent and Disclosure form for all contractors	DOW CMT (\$109M - \$129NM)	* Additional fees may apply for certain states and countries.
MMH Site Specific Training	Asbestos Awareness – 1 Year	Valid for 7 years.	Asbestos Awareness Instructor Led GLSTC (\$35M - \$45NM) Other Source - Copy of certificate of completion (\$10/person or \$40/Company)	
	MMH Site Specific – 1 Year	Contractors with a current (within 7 years) Level 1 background for Dow Chemical access will be accepted for MMH access.	MMH Site Specific – (\$60M - \$75NM)	

Please note that a contractor with a current badge for access into Dow Chemical with an up to date background check and Construction & Maintenance training will only need to take the Asbestos Awareness and MMH Site Specific training.

The average turn-around time is 3-5 business days for a standard US Background Check. All backgrounds must be submitted either by fax (989.837.6330) or email (background@glstc.org).

Training must be registered for by the business day before the class. Class schedules are posted on our website and via our Learning Management System. You may also call or email (nwallace@glstc.org) for help with registration.

Requirements for MidMichigan Health Facilities Contractors

1. Have you completed any of the following requirements? If "Yes", please provide the completion date and copy of certificate of completion:

- OSHA 10/30 *or* DOW CMT:

Yes No

Date Completed: _____

- 2 Hour Asbestos Awareness:

Yes No

Date Completed: _____

- MMH Site Specific:

Yes No

Date Completed: _____

2. Do you currently have an active Level 1 background check through Great Lakes Safety Training Center for access into Dow Chemical or HSC?

Yes No

Signature section

I certify that the foregoing answers are true and correct to the best of my knowledge and belief.

Signature

Printed Name

Name of Employer

Date

DISCLOSURE REGARDING BACKGROUND INVESTIGATION

_____ (“COMPANY”) may obtain from Sterling Infosystems, Inc. (“STERLING”), 1 State Street, New York, NY 10004, (877) 424-2457, www.sterlinginfosystems.com, a consumer report and/or an investigative consumer report (“REPORT”) that contains background information about you in connection with your employment or employment application. If you are hired, to the extent permitted by law, COMPANY may obtain from STERLING further reports throughout your employment for an employment purpose without providing further disclosure or obtaining additional consent.

The REPORT may contain information about your character, general reputation, personal characteristics and mode of living. The REPORT may include, but is not limited to, criminal and other public records and history; public court records (e.g., bankruptcies, tax liens and judgments); educational and employment history, including professional disciplinary actions; drug/alcohol test results; and Social Security verification and address history, subject to any limitations imposed by applicable federal and state law. This information may be obtained from public record and private sources, including credit bureaus, government agencies and judicial records, former employers and educational institutions, and other sources.

If an investigative consumer REPORT is obtained, in addition to the description above, the nature and scope of any such REPORT will be employment verifications and references, or personal references.

Acknowledgement and Authorization

I have read the Disclosure Regarding Employment Background Report provided by GLSTC and this Authorization to Obtain Employment Background Report. By my signature below, I hereby consent to the preparation by Sterling Infosystems, Inc. ("STERLING"), a consumer reporting agency located at 1 State Street, New York NY 10004, (877) 424-2457, www.sterlinginfosystems.com, of background reports regarding me and the release of such reports to the COMPANY and its designated representatives, to assist the COMPANY in making an employment decision involving me at any time after receipt of this authorization and throughout my employment, to the extent permitted by law. To this end, I hereby authorize, without reservation, any state or federal law enforcement agency or court, educational institution, or other information service bureau or data repository, or employer to furnish any and all information regarding me to STERLING and/or the COMPANY itself, and authorize STERLING to provide such information to the COMPANY. I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original. I authorize COMPANY to provide copies of any reports regarding me to employers or other third parties involved in making any employment or placement decisions about me. I may revoke this authorization at any time.

I acknowledge receipt of a copy of the Consumer Financial Protection Bureau's "A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT."

Background Type: (Please check this box) Level 1 <input type="checkbox"/> Level 2 <input type="checkbox"/> Level 3 <input type="checkbox"/> Other _____ <input type="checkbox"/>

PLEASE PRINT CLEARLY

(First)*	(Middle)	(Last)*	(Maiden Name or Alias)

Current Address*

City*	State*	Zip*
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Date of Birth*	Social Security Number*
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Driver's License Number*	State Issued*
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Applicant Email Address:	<i>Email notification will go to applicant if BG check has been completed and cleared.</i>
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Applicant's Signature*	Date*
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*This information will be used for background screening purposes only and will not be used as hiring criteria.

BG CRIMINAL HISTORY MATRIX

These crimes are only disqualifying if they are considered felonies (and listed misdemeanors) in the appropriate jurisdiction. A volunteer will be disqualified from holding a Security Passport if he or she was convicted or found not guilty of a felony by reason of insanity within the last seven years, released from prison in the last seven years, or is wanted or under indictment for any of the below listed crimes. Any misdemeanors convictions within the past two years will also be a reason of disqualification.

Criminal convictions also include deferred adjudication, conditional release, no contest pleas, related attempts or conspiracy to commit, and guilty by reason of insanity.

State & Federal Criminal Felony Conviction Search:

- any felony that involves acts of violence and/or the use of weapons
- a crime involving a severe transportation security incident (ie: security incident involving a significant loss of life, environmental damage, transportation system disruption, or economic disruption in a particular area)
- aggravated crimes against nature
- aiding others in terrorism
- aircraft piracy outside the special aircraft jurisdiction off the United States, 49 U.S.C. 46502(b) *
- aircraft piracy, 49 U.S.C. 46502*
- arson
- assault (including aggravated and/or sexual)
- battery (including sexual battery)
- bribery
- burglary (breaking and entering)
- carjacking
- carrying a weapon or explosive aboard aircraft, 49 U.S.C. 46505 *
- commission of certain crimes aboard aircraft in flight, 49 U.S.C. 46506 *
- computer crimes (hacking, fraud, damage to property)
- conveying false information and threats, 49 U.S.C. 46507 *
- credit card fraud
- criminal anarchy
- denied or removed under the Immigration and Nationality Act (8 U.S.C. 1182) *
- destruction of an aircraft or aircraft facility, 18 U.S.C. 32 *
- any felony drug offenses (controlled dangerous substances as described in the uniform controlled dangerous substances law)
- embezzlement
- espionage
- explosive offensives (devices, fake explosive devices, incendiary devices, dangerous articles, importation, manufacture, distribution, storage)
- extortion
- false imprisonment--armed or hostage taking
- false personating (peace officer, public official)
- forgery and counterfeiting
- fraud (including dishonesty and misrepresentation)
- homicide/murder/manslaughter/including solicitation to murder (excluding negligent manslaughter)
- identity theft
- immigration violations

- improper transportation of a hazardous material, 49 U.S.C. 46312 *
 - interference with a air navigation, 49 U.S.C. 46308 *
 - interference with flight crew members or flight attendants, 49 U.S.C. 46504 *
 - kidnapping
 - lighting violations involving transporting controlled substances, 49 U.S.C.46315 *
 - misprision of treason
 - monetary instrument abuse
 - Patriot Act known terrorist list
 - perjury and false swearing
 - purse snatching
 - racketeering and RIICO violations
 - rape
 - robbery
 - sedition
 - sex crimes
 - smuggling
 - tax evasion
 - terrorism
 - theft-larceny including felony shoplifting)
 - treason
 - U.S. citizenship status
 - unlawful entry into an aircraft area that serves air carriers or foreign air carriers contrary to established security requirements, 49 U.S.C. 46314*
 - Weapons any offense-carrying a concealed weapon, weapon on premises, illegal use, manufacture, store, sell, distribute, discharge, etc.
- **The following misdemeanor convictions will also be reason for disqualifying contractors:**
- Dishonesty – burglary, larceny, fraud, forgery and theft
 - Breach of trust – embezzlement, endangering the welfare of a minor
 - Violence – battery assault, resisting arrest with violence, gang assault
 - Threats – threaten to kill/maim
 - Crimes against another person involving a weapon or possession of a weapon, assault with a deadly weapon
 - Illegal manufacture, sale, distribution of or trafficking in controlled substance
 - Sex offenses – statutory rape, sexual abuse of a minor/child, sexual battery, domestic violence
 - Multiple Misdemeanor Convictions within the last 2 years for new MMH searches. This includes ANY misdemeanor even if it is not listed above.
 - Registered Sex Offenders will also be disqualified regardless of conviction date or whether the crime was a misdemeanor or a felony.

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- explosive offenses (devices, fake explosive devices, incendiary devices, dangerous articles, importation, manufacture, distribution, storage)
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- kidnapping
- lighting violations involving transporting controlled substances, 49 U.S.C.
 - 46315 *
- misprision of treason
- monetary instrument abuse
- Patriot Act known terrorist list
- perjury and false swearing
- purse snatching
- racketeering and RIICO violations
- rape
- robbery

- sedition
- sex crimes
- smuggling
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- Crimes against another person involving a weapon or possession of a weapon, assault with a deadly weapon
- Illegal manufacture, sale, distribution of or trafficking in controlled substance
- Sex offenses – statutory rape, sexual abuse of a minor/child, sexual battery.
- Multiple Misdemeanor Convictions within the last 2 years for new MMH searches. This includes ANY misdemeanor even if it is not listed above.

Services selected by Client

Client acknowledges that it has selected the services to be provided and that additional services are available at additional cost. Client acknowledges that it alone has determined which services best suit its interests and that it is not relying upon GLSTC in making this determination.

Service
<input type="checkbox"/> GLSTC Level 1 (i.e. Dow Chemical/Dow Corning/Etc)
<input type="checkbox"/> GLSTC Level 2 (i.e. Occidental Chemical)
<input type="checkbox"/> GLSTC Level 3 (i.e. Consumers Energy)
<input type="checkbox"/> Adverse Action
<input type="checkbox"/> Education Verification
<input type="checkbox"/> Employment Verification
<input type="checkbox"/> Motor Vehicle Record
<input type="checkbox"/> Rush Fee
<input type="checkbox"/> Other _____

**** FOR MORE INFORMATION ON SITE SPECIFIC CRITERIA, PLEASE VISIT OUR WEBSITE AT
[HTTPS://WWW.GLSTC.ORG/BACKGROUND-CHECKS](https://www.glstc.org/background-checks) ****

CLIENT INFORMATION

Company Name		Tel:	
Address		Fax:	
City, St, Zip			
Website			

SIGNATURES:

Company:

GREAT LAKES SAFETY TRAINING CENTER:

By: _____

By: _____

Title: _____ Date: _____

Title: _____ Date: _____

FEIN: _____

Authorized Users

Primary Business Contact	Main contact for account inquiries and account changes
Main Processor	Main contact for daily screening inquiries and primary processor of screening requests. This contact may request, view and inquire about results.
Secondary Processor	Secondary / Alternate processing contact for screening requests. This contact may request, view and inquire about results.
Requestor Only	This contact only has authority to transmit requests. This contact does not have the authority to view results or inquire about results.
Accounting Contact	Receives invoices and statements



Primary Contact		Title	
Tel		Email	
<input type="checkbox"/> Receives Completed Reports	<input type="checkbox"/> Main Processor	<input type="checkbox"/> Secondary Processor	<input type="checkbox"/> Requestor Only

Additional Contact		Title	
Tel		Email	
<input type="checkbox"/> Receives Completed Reports	<input type="checkbox"/> Main Processor	<input type="checkbox"/> Secondary Processor	<input type="checkbox"/> Requestor Only

Additional Contact		Title	
Tel		Email	
<input type="checkbox"/> Receives Completed Reports	<input type="checkbox"/> Main Processor	<input type="checkbox"/> Secondary Processor	<input type="checkbox"/> Requestor Only

Additional Contact		Title	
Tel		Email	
<input type="checkbox"/> Receives Completed Reports	<input type="checkbox"/> Main Processor	<input type="checkbox"/> Secondary Processor	<input type="checkbox"/> Requestor Only

Additional Contact		Title	
Tel		Email	
<input type="checkbox"/> Receives Completed Reports	<input type="checkbox"/> Main Processor	<input type="checkbox"/> Secondary Processor	<input type="checkbox"/> Requestor Only

Accounting Contact		Title	
Tel		 Email	
<input type="checkbox"/> Receives Completed Reports	<input type="checkbox"/> Main Processor	<input type="checkbox"/> Secondary Processor	<input type="checkbox"/> Requestor Only
 E-mail (In an effort to conserve our environment, GLSTC only delivers invoices by e-mail.)			

COMPANY PAYMENT INFORMATION

This information will NOT be kept on file for Non-Member Companies.

Today's Date:

Company Name:

Company Contact:

Contact's Phone:

Contact's Email:

Name on Card:

Your Receipt will be sent to the e-mail listed above.

Check One:

Visa MasterCard Discover American Express

Card Number:

Expiration Date: Security Code:

Payment is for: Background Screens Pre-Existing Certification
Membership Training Classes



Tip #4: If you are having a large amount of employees come in, it is always best to become a member with us. Members get a huge number of benefits -- time saving, cost reductions, and invoicing only being a few. **We require all non-member companies pre-pay for all services.**