Pre-Employment & Volunteer Screening Services

Background screening, criminal record checks and digital reference checking for Canadian organizations.

Automate Background Screening

The average turnaround time for our service is **less than 4 hours**.

You must be a Canadian resident and 18 years of age or older to use this service.

Truly Canadian

We help clients make informed decisions based on reliable and accurate results, with screening services informed by Canadian privacy and human rights legislation.

Fully Compliant Process

Our screening process follows Canadian Police Services' information dissemination policies and compliance-based processes approved by national law enforcement partners.

All-in-One Platform

Perform a range of searches through one Canadian online platform, including criminal record checks and driver license verifications. Data is securely stored in redundant Canadian data centers for added peace of mind and business continuity.

Seamless Candidate Experience

Candidates can complete their consent form from a mobile device in just minutes, with 24/7 access to complete their checks.

Explore Our Trusted Suite of Professional Services

- Basic Criminal Record Checks
- Enhanced Criminal Record Checks
- Driver Licence Verifications
- e-References
- **Vulnerable Sector Upload**
- Social Media Check
- **Credit Summary Search**
- Employment Verifications
- Provincial Driver Abstracts

Pricing

Basic Criminal Record Check with Identity Verification: $24

Enhanced Criminal Record Check with Identity Verification: $29

Driver Licence Verification: $12

Employment Verification: $35

Social Media Check: $49

Credit Summary Report: $30

Vulnerable Sector Upload: $6

Driver's Abstract, Alberta: $5

Driver's Abstract, British Columbia: $13

Driver's Abstract, Ontario: $20

Driver's Abstract, Quebec: $5

e-Reference Check: $19

Volume pricing is available for nonprofits and charities.

Criminal Record Checks

A Criminal Record Check determines whether an individual has been charged with or convicted of a criminal offence, or whether there are other outstanding conditions.

There are two types of Criminal Record Checks available through the service.

Basic Criminal Record Check

A Basic Criminal Record Check:

- Uses the individual's name and date of birth to query active criminal files in the RCMP National Repository of Criminal Records
- Reports indictable Canadian criminal convictions that have not been pardoned, discharged or sealed by record suspension
- Does not report summary convictions or pending charges before the courts
- May also be referred to across Canada as a Standard or CPIC check

Enhanced Criminal Record Check

Recommended

An Enhanced Criminal Record Check may provide indicators of:

- Discharged findings of guilt where relevant and releasable, including absolute discharges within one year and conditional discharges within three years
- Additional indictable or summary convictions that have not yet been populated into the RCMP National Repository of Criminal Records
- Summary convictions within the past five years
- Outstanding warrants
- Criminal charges currently before the courts
- Certain restrictive bail or release conditions
- Peace bonds
- Prohibition or probation orders currently in effect

Across Canada, this check may also be referred to as a **Criminal Record and Judicial Matters Check (CRJMC), Police Information Check or Level 2 Check**.

Declaration of a Criminal Record

A declaration allows candidates to voluntarily disclose their Canadian criminal convictions during the Criminal Record Check application process.

The authorized police agency conducting the check confirms the accuracy of information voluntarily disclosed by the candidate. This allows requesting organizations to review previous criminal convictions as part of their screening process.

All CharityVillage Criminal Record Check products are conducted by accredited and authorized Canadian police services.

Candidate Convenience

Candidates have the opportunity to securely provide additional information from their local police regarding their criminal record.

This can provide additional context to the requesting organization and support informed screening decisions.

Background Screening FAQs

How do I request a criminal record check?

Does your background screening tool include vulnerable sector checks?

What are the differences between the three identity verification options for a criminal record check?

How do I verify a candidate's identity once they have uploaded their identification?

How do I view the details of a candidate's file and criminal record check?

What is the difference between a basic, enhanced and vulnerable sector background check?

These are the six Help Centre articles currently linked from the Screening Services page. CharityVillage Resources

e-Reference Checking

A Modernized, Digital Approach to Checking Employment References

Bring your hiring process into the digital age with e-Reference Checking, an automated online reference checking tool designed to reduce the time spent checking references while helping organizations make more informed hiring decisions.

Instead of relying on phone calls and back-and-forth communication, references complete an online assessment, freeing your team to focus on other priorities.

$21 per e-Reference Check

Volume pricing is available for nonprofits and charities.

Benefits of e-Reference Checking

Effortless Batch Referencing

Reference multiple candidates at once, making the process more efficient for larger hiring campaigns.

No More Cookie-Cutter Questionnaires

Customize questionnaires for each position using a library of suggested questions.

Creating a standardized template for each position can also help support more consistent decision-making.

Automated Fraud Detection

A built-in Suspicious Activity Algorithm analyzes reference information and highlights potentially fraudulent activity for review.

Special Pricing for the Nonprofit Sector

Special pricing is available for nonprofit and charitable organizations through CharityVillage.

Complete the form on the Screening Services page to inquire about screening services and volume pricing.

If the form does not populate, contact:

screeningservices@charityvillage.com