

Frequently Asked Questions – Background Investigation

What do I need to bring to the background interview with the Background Investigator?

Your investigator will notify you of any additional documents that you may need to provide.

You are encouraged to review your PHQ prior to this interview.

When does my background investigation start and how long will it take?

Your background investigation will start once you submit all the required documents (that apply to you) that are emailed to you from Guardian Alliance Technologies.

A background investigation typically takes approximately 90 days to complete from the time the file is assigned to an Investigator. A complex background investigation, or a background investigation with serious issues, may exceed the 90-day timeframe.

How do I find out who my Background Investigator is?

Backgrounds are completed electronically through a system called Guardian Alliance Technologies. Your profile will list an Investigator's name once your file has been assigned to one. You will also be contacted by the Background Investigator via phone and/or e-mail once your file has been assigned.

I have been assigned a Background Investigator, can I contact them?

If assigned to a Background Investigator, you are required to contact your Investigator to update information on employment, legal issues, major life changes or other background related issues. Failure to keep your Investigator updated on the above items may result in elimination from the selection process. Please do not continuously contact your Investigator to check the status of your background investigation, if possible. The more you contact them about the status of your background, the more time you take away from them completing backgrounds.

If you should have any questions regarding the background process, but have not been assigned a Background Investigator, please contact the Hiring Coordinator.

Does the Department of State Hospitals consider marijuana an illegal drug?

The use of marijuana for medicinal or recreational purposes is considered illegal drug use as mandated by the federal government.

The Department of State Hospitals recognizes some qualified applicants may have used illegal drugs, or abused drugs or substances, at some point in their pasts;

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application of the Department of State Hospitals drug use policy guidelines, in conjunction with, the Department of State Hospitals Background Investigation Policy and Procedure Manual, will determine if an applicant's prior drug usage or activity will result in the applicant's non-selection for employment with the Department of State Hospitals.

All applicants are required to disclose their current and past drug usage and activity. An applicant will not be selected for employment if they deliberately misrepresent their drug history in connection with their application for employment.

I was convicted of a felony, which was later expunged. Can I still become a Hospital Police Officer?

Any person convicted of a felony (or of a crime in another jurisdiction that would be a felony in California) is prohibited from employment as a California peace officer [Cal. Govt Code §1029(a)]. With few exceptions, this prohibition holds even if the conviction was sealed, expunged, or set aside.

Proceedings under juvenile court are generally not considered to be a criminal conviction under GC §1029 unless the individual was certified, tried, and convicted as an adult. Therefore, juvenile convictions are not included as a legal bar to appointment as a Hospital Police Officer.

Does it matter if I do not have any credit on my credit report?

No, a credit score or the establishment of credit is not a minimum qualification for an entry-level position. However, each candidate is still required to submit a credit report.

Am I notified when I clear the background investigation?

You will be notified via e-mail when you clear the background investigation process.