

# Instructions for Completing Your Background Check via Checkr

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1. Visit the Checkr Personal Background Check page to begin.
2. Click on the button to begin your background check.
3. When prompted to select a package, please choose the 'Essential' option which costs \$64.99.
4. Fill out your personal information as requested.
5. You may use your own email address to receive the background check results.
6. Once you receive the completed background check, upload the report and any required credentials to: [credentialing@rushhealthc.com](mailto:credentialing@rushhealthc.com).
7. You will receive confirmation once your documentation has been reviewed. No further action is needed unless contacted by our onboarding team.
8. If you have questions or encounter issues, contact [customerservice@rushhealthc.com](mailto:customerservice@rushhealthc.com).

Would you like a copy of your background check for your personal records?

Yes: \_\_\_\_\_ No: \_\_\_\_\_