

BACKGROUND CHECK INSTRUCTIONS



WHAT SHOULD I BRING?

Bring all items that are necessary to complete your visit successfully, including a current photo ID and your Background Check Authorization Form that was provided to you by your employer.

WHERE DO I GO?

Bureau of Motor Vehicles of Cuyahoga Falls
48 E. Bath Rd., Suite 101,
Cuyahoga Falls, OH 44223

Hours:

Monday-Friday: 8 a.m. - 5 p.m.
Saturday: 8 a.m. - 2 p.m.
Sunday: Closed



DO I CHECK IN?

Please check in at the front desk to your immediate left after entering the BMV. A representative will need your photo ID and Authorization Form.

WHAT NOW?

It is time for your drug screening. Drive to:
Western Reserve Hospital Occupational Health
3913 Darrow Rd., Suite 100
Stow, OH 44224

Hours:

Monday – Friday: 7 a.m. - 5 p.m.
Saturday/Sunday: Closed
Closed All Major Holidays

Bring your
Drug Screen
Authorization
Form provided by
your employer.



You will complete your drug screen with one of our clinical professionals.
All results will be presented to your prospective employer.

You will then await further instruction from your prospective employer.



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RESERVE
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