**HR Hiring Process Flowchart for Investigating Sexual Misconduct in Prior Employment**

*New to the University of Illinois Employees: Non-Tenured Faculty, Academic Professional, and Civil Service Employees*

1. **Position Posted**
2. **Posting Includes Notification of Possible Inquiry into Past Misconduct**
3. **Applicant Applies**
4. **Applicant Included within Applicant Pool**
5. **Search Process Occurs and Final Candidate Selected**
6. **Contingent Offer Made and Written Offer Letter Provided to Candidate**
7. **Offer Accepted**
8. **Process for Candidate Ends**
9. **Job Offer Withdrawn**
10. **Provide Written Offer Letter**
11. **Candidate Asked to Complete Disclosure Questions**
12. **Does Not Complete**
13. **Job Offer Withdrawn**
14. **Complete**
15. **Proceed with Hiring Process**
16. **Prior Misconduct Reported**
17. **Yes**
18. **Candidate Completed "Authorization for Release of Employment Records" Form**
19. **No**
20. **U of I Data Repository Checked**
21. **Yes**
22. **Review Committee Discusses**
23. **No**
24. **Review Committee Approves Hire**
25. **Yes**
26. **Job Offer Withdrawn**
27. **No**
28. **Findings Indicated in Data Repository**
29. **Yes**
30. **Proceed with Hiring Process**
31. **No**
32. **Applicant Included within Applicant Pool**
33. **Process for Candidate Ends**