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## Compromised Identity Claim (CIC)

### Frequently Asksed Questions

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### **What is a SID number?**

The State Identification Number (SID) is a unique number assigned to an individual upon retention of their fingerprints in the Washington State Patrol (WSP) Identification and Criminal History Section's criminal history record database. Each subsequent fingerprint submission will be identified to the original SID number for that individual.

### **Can a person have two SID numbers?**

Typically a person will have only one SID; however, it is occasionally possible for one person to have two different SID numbers due to the quality of the fingerprint images or if two fingerprint submissions are being processed at the same time.

If a person is determined to have two SID numbers, the WSP will compare the fingerprints and consolidate the two records.

Please note, when fingerprints are submitted for a Compromised Identity Claim (CIC), the fingerprints will be compared to all prints on file with matching name(s) and date(s) of birth.

### **What is the cost of establishing a CIC?**

There is a \$38 fee involved with placing your fingerprints on file for the purposes of personal identification. The CIC form and card are included in this fee. Please make your payment in the form of a check or money order payable to the Washington State Patrol.

### **What will my information look like when a background check is run on me?**

After you have submitted a CIC to us, a notation will be made on your Washington State criminal history that you have a personal identification on file. If you have no other information on your criminal history, this will be the only notation a requester will receive after running a background check. This will allow the requester to view your information, including physical descriptors, SID number, and when your fingerprints were placed on file for personal identification.

### **What should I do before a name and date of birth background check is run on me?**

Be forthcoming with the person initiating the background check and explain the situation to them. If you have submitted a Compromised Identity Claim and have a CIC card and letter, let them know you have your fingerprints on file to verify your identity. Your CIC card and letter will include your unique SID number. Explain that a duplicate match will be returned by the WSP and the steps they will need to take to substantiate your claim.

You may also want to suggest that they run a fingerprint-based background check. This will eliminate a duplicate match based on name and date of birth and will return only the results based on your fingerprints.

### **What if the person running the background check does not accept or want to use my card/letter?**

The requester may, at their discretion, choose not to call the WSP to verify the information on your CIC card/letter. They may submit your thumbprint on a WATCH (Washington Access to Criminal History) response printout to the WSP Identification and Criminal History, PO Box 42633, Olympia WA, 98504-2633. We will compare the thumbprint to the duplicate records in our files and return the response within 7-14 business days.

### **What do I do if my card is lost or stolen?**

You will need to complete the CIC application process again. Please follow the instructions on the CIC form. The fee for a replacement card is \$38.

### **Will this card help with financial fraud?**

No, this card is for the use of identifying the thumbprint on the card to the fingerprints on file for the SID number listed. The WSP Identification and Criminal History Section is the repository for criminal history record information (CHRI) for the state of Washington.

### **Will a CIC help clean up my driving record?**

No, your driving record is held by DOL (the Department of Licensing). Because we are fingerprint-based and people are not usually fingerprinted for traffic citations, these records do not end up in our files.

If you find that someone has been issued a traffic ticket using your name and/or information, DOL recommends taking the following steps:

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1. File a report with the local law enforcement agency that issued the ticket.
2. Contact the appropriate court and request an identification hearing to contest the ticket.
3. To protect your driver's license privileges, you may also request that a comment be placed on your record at DOL. To request a comment, you must send all of the following to the Drivers Special Investigations Unit:
  - ☑ A written, signed request for a comment to be placed on your record.
  - ☑ A copy of the police report or incident report stating details of the fraudulent activity and the name of the law enforcement agency.
  - ☑ A copy of the court document showing the reason for the dismissed ticket (for example: wrong person cited, identity theft victim).
4. Mail the requested information to DOL at: Drivers Special Investigations  
Department of Licensing  
PO Box 9029  
Olympia, WA 98507-9029

For more information, please visit the website for the Department of Licensing at:

[www.dol.wa.gov](http://www.dol.wa.gov)

### **What is the FBI's NCIC Identity Theft Victim File?**

When an identity theft victim becomes aware his/her identity has been stolen and reports the incident to law enforcement, the police officer should complete an incident report and collect pertinent information from the victim.

This information is then used to create a victim profile that is entered into the Identity Theft Victim File. **PLEASE NOTE: only the agency taking the incident report may enter victim information into this file.** Victims must sign a waiver that states they give permission for the information to be entered in the Identity Theft Victim File. It also acknowledges the victim may withdraw the consent by providing a written request to the entering agency.

Information provided by victims to create a profile will include name, date of birth, Social Security Number, and the type of identity theft. In return, the police officer will provide a password that will identify that person as the victim when the police report was filed. This password should be retained and used by the victim so that they may be correctly identified as the victim during any future police encounter. During any subsequent encounters by law enforcement, including traffic stops, a query will automatically search the Identity Theft Victim File. If a match is made based on name and date of birth, the officer will receive a response listing the victim's profile, including the password, providing the officer with the information necessary to verify the person encountered is the victim, or that the person may be using a false identity.

In order to have a profile entered in the FBI's Identity Theft Victim File, each request must be supported by an official complaint record by a law enforcement agency and documentation for the identity theft complaint must meet the following criteria:

1. Someone is using a form of identification of the victim.
2. The identity of the victim is being used without the victim's permission.
3. The victim's identity is being used or intended to be used to commit an unlawful activity.
4. The victim must sign a waiver prior to the information being entered into the Identity Theft Victim File.

### **What is a compromised identity?**

Your identity may become compromised if an individual gives your name and date of birth as their own at the time of their arrest. When the arrest is submitted to the Washington State Identification System (WASIS) by the law enforcement agency, your name becomes a permanent part of that person's criminal history record.

It is important to understand that even though someone has used your name and date of birth, this information will be added to *their* criminal history record, not yours.

All of our records are fingerprint-based, which means that records are not created or updated without positive identification by fingerprints. If someone uses your name and date of birth, it is considered a legitimate alias for that person and remains with their record unless the contributing agency requests to have the name removed from the record.

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This form of “compromised identity” may be a problem for victims when potential employers, volunteer coordinators, or others conduct a name and date of birth background check.

Submitting a Compromised Identity Claim (CIC), obtaining a CIC card, and contacting your local sheriff’s office to voluntarily submit your information into the National Crime Information Center’s Identity Theft Victim’s File will not remove your name and date of birth from someone else’s record. However, these steps can help you to be proactive about your compromised identity in the future.

### **How a Compromised Identity Claim (CIC) works**

If you have run a name and date of birth background check on yourself and have received an exact match that is not you, you may benefit by placing a CIC on file with the WSP Identification and Criminal History Section.

### **What is in the packet:**

The CIC packet contains a Personal Identification fingerprint card, the CIC form, and this Compromised Identity Claim brochure.

### **How you complete and return the packet:**

- ☑ Read and follow the directions on the first page of the CIC form.
- ☑ Take the Personal Identification card and CIC form to your local law enforcement agency.
- ☑ Have the agency submit the Personal Identification card and CIC form to the WSP.
- ☑ **A \$38 fee must accompany the CIC or it will be returned and you will need to repeat the process.**

### **What you receive after submitting a CIC:**

After we complete the fingerprint comparison to any record matching your name and date of birth, we will either verify your SID or assign you a new SID. This will be your unique SID and will be recorded on the CIC card.

The CIC card and a letter outlining the results of the fingerprint comparison will be returned to you.

### **Helpful websites and phone numbers:**

#### **WSP CIC verification: (360) 534-2000 option 5**

##### **Washington State Attorney General**

[www.atg.wa.gov](http://www.atg.wa.gov)

Phone: 1-800-551-4636

##### **Washington State Patrol/Department of Licensing Identity Theft Unit**

[www.dol.wa.gov](http://www.dol.wa.gov)

(360) 902-3915

Email: [fraud@dol.wa.gov](mailto:fraud@dol.wa.gov)

##### **Federal Trade Commission**

[www.ftc.gov](http://www.ftc.gov)

ID Theft hotline: 1-877-IDTHEFT

Do Not Call registry: 1-888-382-1222

[www.donotcall.gov](http://www.donotcall.gov)

##### **Equifax**

PO Box 74021 Atlanta, GA 30374

[www.equifax.com](http://www.equifax.com)

Fraud hotline: 1-800-525-6285

Credit report: 1-800-685-1111

##### **Experian**

PO Box 2104 Allen, TX 75013

[www.experian.com](http://www.experian.com)

Fraud hotline: 1-888-EXPERIAN

Credit report: 1-888-EXPERIAN

##### **Trans Union**

PO Box 1000 Chester, PA 19022

[www.transunion.com](http://www.transunion.com)

Fraud hotline: 1-800-680-7289

Credit report: 1-800-916-8800

##### **WSP Identification and Criminal History Section**

PO Box 42633 Olympia, WA 98504

Phone: (360) 534-2000

Email: [crimhis@wsp.wa.gov](mailto:crimhis@wsp.wa.gov)