

# It looks like my new hire has completed onboarding. Why haven't we hired them yet?

Before we can hire an employee into Paycom we must first validate that they have a cleared background check. This process will vary from state to state, please reach out to your HR Business Partner if you are unsure of your state's background requirements. We also must verify that the employee has uploaded the correct I-9 documentation. Often, new hires will upload the incorrect document. In this instance we will reach out to the employee and send me a new link to reupload their documents.

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