When you log into the new FACT Clearinghouse, you will notice that things have moved around a little, and we’ve added some new options.

**What is FACT Clearinghouse?**

The FACT Clearinghouse is a repository of the DPS and the FBI fingerprint-based criminal history results. The FACT Clearinghouse allows an authorized entity access to a consolidated response of the DPS and FBI criminal history fingerprint results, including an electronic subscription and notification service for new arrest activity on subscribed persons.

Only persons processed through Fingerprint Applicant Services of Texas (FAST) are eligible for FACT. FAST is a service of the DPS that provides the electronic capture and submission of fingerprints for a fingerprint background check.

**Fingerprint-Based Search Results**

The criminal records stored at the DPS and the FBI are based on fingerprints submitted at the time of arrest. The DPS and the FBI use Automated Fingerprint Identification Systems (AFIS) that take an electronic image of fingerprints submitted by FAST and compares it to fingerprints of persons previously reported to the DPS and the FBI as having been arrested in Texas or elsewhere in the Nation. The DPS and the FBI have criminal history files of all arrests, prosecutions and court dispositions, if they have been reported to the DPS. When a match is identified through either AFIS, the corresponding criminal history record is pulled from the DPS or the FBI system. FACT displays both results in one location.
The Search FACT Clearinghouse screen has changed.

The alternate search methods are now on the same page below the name and DOB.

You can still search by SID, Driver’s License and MNU/Subscription Key.

(Scroll down on website to view the remainder of the search fields)
All actions can now be done from this section of the record. This is where you’ll go to disable subscriptions.

What would you like to do? 
- Mark this record as Closed
- Manage this Record’s Subscription
- Validate Subscription
- View this Record’s Texas & FBI Criminal Histories
The subscribing process has changed slightly. When you click "Subscribe to this record" you’ll be brought to the Manage Subscriptions screen. Here you can subscribe and unsubscribe to individuals in the clearinghouse.
One of the new options you’ll notice is the Offline Applicant Management option.

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Here you can request a list of your subscriptions in an XML file.

Here you can upload changes to the file.
Here’s where you’ll select which list you want. You can select 90 or 30 day verification lists. This would be the list of all records that need to be verified in the next 90 or 30 days in order to stay subscribed to them. You can also request a list of all active subscriptions. The lists will be sent to your message center.
You can make changes to your subscriptions with this file and then upload it to apply them. This includes validating (verifying) subscriptions, disabling subscriptions, and creating subscriptions.

The file format details for the upload file are lower on this page.
You will notice a new category in your worklist, **SUBSCRIPTION VAL 90**. This is another location that will allow you to validate any subscriptions that will expire in the next 90 days.
The list displays everyone that will expire if not validated within the next 90 days. To extend the subscription you will need to choose the “detail” option and it will lead you to a different screen.
You can validate the subscription through the pop-up “Read Me” box.

(“Read Me” Box includes other actions)

Or you can do it through the applicant detail page.
On this page you can choose to Cancel or Validate the subscription.