

Checklist: How to Add Debt Collection Agencies

Selecting new debt collection agencies entails a thorough review of all critical focus areas. A comprehensive list follows.

Focus	Focus Area	Agency >	Α	В	C
Compliance					
	Corporate Compliance				
	Certified Compliance Officers				
	Quality Assurance Department				
	Legal Department				
	New Hire Training				
	Refresher Training				
Certification					
	ACA International				
	State Association				
	Better Business Bureau				
	Certificates of Insurance				
	SSAE 16 SOC I Type II (Financial reporting)				
	PCI DSS 3.2 (data security)				
	PPMS (professional practices)				
Other Security					
	Pre-Employment Screenings				
	Employees On-Site 24/7/365				
	CC TV Monitoring				
	Clean Desk Policy				
Technology					
	Ability to Accept Payments				
	Collections Software				
	Automatic Dialer Programs				
	Disaster Recovery Plan				
Quantitative					
	Scrubs				
	Skip Tracing				
	Strategic Predictive Analytics				
	Documents All Interactions				
Qualitative					
	Agency Experience				
	Operations Manager Experience				
	Experience in Specific Industries				
	Consumer Debt				
	Commercial Debt				
	Mission, Values, etc				
Transparency					
	Agency Score Cards				
	Collector Score Cards				
	Reports				
	Online Access to Account Records				
	Availability of Audited Financials				
	Availability of Site Visits				
	Designated Client Relations Reps				
	Discussion of Collections Strategy				
	Consumer Satisfaction Surveys				
Performance					_
	Flat Fee		$\vdash \vdash$		
	Contingency Fee		$\vdash \vdash$		
	Return on Investment		$\vdash \vdash$		
	Brand Protection		\square		Щ
	Customer Retention		$\vdash \vdash$		
	Referrals		$\vdash \vdash$		
	Client Testimonials		Ш		
		Selection >			ı