



# DBS Checks

## What is a DBS Check?

A DBS Check refers to the Disclosure and Barring Services. It is a type of criminal record check that shows any spent or unspent convictions, cautions, warnings or reprimands the applicant has, as well as any other relevant details held by the applicant's local police force. An Enhanced Disclosure may also include a check of the children's and/or adults' barred list if the applicant is eligible.

## How is it used in practice?

Users of the Recrutive ATS will have the option to send a request for a DBS check to be carried out against candidates in one click. At the point of completion of the verification process, the DBS check provider will transfer their notification of results back into the Recrutive ATS, and the results/report will be automatically uploaded against the originating candidate's record.

Upon notification of a 'Clear' DBS check, users will be notified, and a 'Clear' icon will show against the candidate's record. Upon notification of a 'Positive' DBS check, administrative users will be notified and a 'Positive' icon will show against the candidate's record.

A report detailing any anomalies will be available to review from within the Recrutive ATS, under the candidate's profile.

## What are the benefits of using it?

Integrating DBS Checks into your recruitment process has multiple benefits, including but not limited to:

- Make safer recruitment decisions & prevent unsuitable people from working with vulnerable groups.
- Confidence & further reassurance within your recruitment process.
- A better perception of your brand.
- An added layer of protection.

## What are the extras?

There are multiple DBS Checking options, you can:

- Completely branded to your organisation.
- Set up Basic, Standard, or Enhanced DBS Checks.
- You can also carry out additional checks such as Right to Work, DVLA Check, Adverse Credit, & additional Identity Checks.

