

## Disclosure Scotland Basic Disclosure

A Basic Disclosure is a basic criminal record check issued by Disclosure Scotland (serving the entire UK) detailing all unspent convictions. The resulting certificate contains impartial and confidential criminal history information held by the Police National Computer and government departments. This can be applied for as an individual or used by employers to make safer recruitment decisions. If you would like to order an application pack for the Basic Disclosure then please fill out or enquiry form on the right of the page or contact us.

## DBS Disclosures

Divided into two categories, standard and enhanced, disclosures through the DBS are intended to allow an employer to make an informed recruitment decision as to whether the applicant is suitable for the role for which they have applied.

### Standard DBS disclosure

The standard check is available for selected duties, positions and licences for example, court officers, solicitors, accountants, employment within a prison or the security Industry. Standard disclosures contain details of all recorded convictions, cautions, reprimands and warnings recorded on the Police National Computer. These certificates usually take 10-14 days to be issued from the date that they go onto the DBS system.

### Enhanced DBS disclosure

As the name suggests, enhanced disclosures involve an added level of inspection. In addition to checks with the Police National Computer these checks are searched against local police force records, the Department for Education and Skills and the Department of Health and are used for roles that involve regularly caring for, training, supervising or being in sole charge of children or vulnerable adults. Enhanced disclosures may also be issued for those seeking judicial appointments. These certificates typically take 2-8 weeks to be issued from the date that they go onto the DBS' system.

Please Note: The Metropolitan Police are currently experiencing a backlog of applications to be checked against their records meaning that some applications from applicants in and around London may experience delays of up to 18 weeks. Please contact us if you require more information regarding the backlog.

### ISA Adult First check

The Adult First service is exclusive to the health and care sector, allowing employers recruiting for posts that involve working with vulnerable adults to check whether a potential employee appears on the vulnerable adults barred list. Depending on the result, a person can be permitted to start work, under supervision, with vulnerable adults, before the DBS certificate has been obtained.

### Volunteer DBS Disclosures

Companies and organisations are only required to pay the administration costs of £12.00 for applications applied for on behalf of somebody undertaking a voluntary role with them. The DBS are strict with their definition of a voluntary role, please see our volunteers page for more information on volunteer eligibility.

Email: [DBS@DBScheck.org](mailto:DBS@DBScheck.org)

Facebook: [www.facebook.com/dbscheck](http://www.facebook.com/dbscheck)

Twitter: [www.twitter.com/dbscheckservice](http://www.twitter.com/dbscheckservice)

LinkedIn: [www.linkedin.com/company/dbs-check-service](http://www.linkedin.com/company/dbs-check-service)