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# Q&A

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## Disclosure and Barring Service (DBS).

### Q: What is DBS? Is it the same as CRB?

A: The Criminal Records Bureau (CRB) and the Independent Safeguarding Authority (ISA) have merged into the Disclosure and Barring Service (DBS) which provides a central service for undertaking police and identity checks. CRB checks are now called DBS checks.

### Q. Who needs a DBS check?

A: A DBS check may be needed for:

- certain jobs or voluntary work - like working with children, or in healthcare
- applying to foster or adopt a child

### Q: Where can I find more information about DBS checks?

A: The DBS (Disclosure and Barring Service) - provides enhanced DBS checks in the UK. More information can be found online here: [www.gov.uk/disclosure-barring-servicecheck/overview](http://www.gov.uk/disclosure-barring-servicecheck/overview).

### Q: I've had a DBS check for my NHS work, can I use it for my private practice?

A: If your DBS check was issued **before 17 June 2013**, you would need a new personal enhanced DBS certificate. DBS certificates issued before 17 June 2013 are not transferable between organisations (e.g. NHS to private practice).

If your DBS certificate was issued **after 17 June 2013**, a personal enhanced DBS check and an employee enhanced DBS check are transferable. You can reuse your DBS certificate number from one organisation with another (i.e. from NHS to private practice).

### Q: Why is Bupa asking for a DBS check now?

A: The DBS check is a way to help protect vulnerable people. Jobs that involve caring for, supervising or being in sole charge of children or adults require an enhanced DBS check (previously called an enhanced CRB check). This applies both in the NHS and the private sector which is why Bupa is now asking all relevant healthcare professionals who treat our customers to have an enhanced DBS check.

### Q: How can I get a DBS check, and how much will it cost?

A: You will need to use an agency to obtain a DBS check and the cost varies depending on their pricing. Bupa does not cover the costs of any DBS checks.

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You can find a local agency to process your DBS check here:

**England, Wales and the Channel Islands:** <https://dbs-ub-directory.homeoffice.gov.uk/>

**Scotland:** [www.disclosurescotland.co.uk/disclosureinformation/UmbrellaBodies.htm](http://www.disclosurescotland.co.uk/disclosureinformation/UmbrellaBodies.htm)

**Northern Ireland:** [http://www.dojni.gov.uk/index/accessni/who-uses-ani/umbrella-bodies/list-umbrella-bodies-by\\_area.htm](http://www.dojni.gov.uk/index/accessni/who-uses-ani/umbrella-bodies/list-umbrella-bodies-by_area.htm)

**Q: What is the difference between a standard and an enhanced check?**

A: There are three types of DBS check:

- **standard** – spent and unspent convictions, cautions, reprimands, final warnings.
- **enhanced** - as above - plus any additional information held locally by police forces that is reasonably considered relevant to the post applied for.
- **enhanced with list checks** - as above - plus a check of the appropriate DBS barred lists ([www.gov.uk/disclosure-barring-service-check/dbs-barred-lists](http://www.gov.uk/disclosure-barring-service-check/dbs-barred-lists)).

**Q: How long does it take to get a DBS check?**

A: It can take between two and four weeks to get a DBS check, depending on the type of check required – the agency will be able to advise on more specific times.

**Q: What documentation do I need to provide for a DBS check?**

A: You will need one of the following: a valid passport, a UK driving licence, UK biometric residence permit or UK / Channel Island birth certificate.

However, if you do not have any of these, then there are other options. More information can be found at: [www.gov.uk/disclosure-barring-service-check/documents-the-applicantmust-provide-](http://www.gov.uk/disclosure-barring-service-check/documents-the-applicantmust-provide-) .

**Q: How can I check the status of my application?**

A: You can check on the progress of your application using the DBS tracking service: <https://secure.crbonline.gov.uk/enquiry/enquirySearch.do>

**Q: What's the difference between England and Wales, Northern Ireland and Scotland, Jersey and Guernsey DBS requirements?**

A: Criteria in Wales are the same as England. Criteria in Scotland, Northern Ireland, Jersey and Guernsey may differ, so please refer to the appropriate websites to see if DBS checks are transferable across your private or NHS practice.

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- **Scotland:** Disclosure Scotland (DS) provides Protecting Vulnerable Groups (PVG) record checks and also enhanced disclosure checks in Scotland: [www.disclosurescotland.co.uk/pvg/pvg\\_index.html](http://www.disclosurescotland.co.uk/pvg/pvg_index.html)
- **Northern Ireland:** Access NI (Access Northern Ireland) provides enhanced DBS checks in Northern Ireland see: [www.dhsspsni.gov.uk/svg](http://www.dhsspsni.gov.uk/svg).
- **Guernsey:** Guernsey Vetting Bureau (GVB) provides enhanced DBS checks in Guernsey: [www.gov.gg/article/6441/Types-of-Disclosure-available](http://www.gov.gg/article/6441/Types-of-Disclosure-available).
- **Jersey:** Jersey vetting bureau (JVB) provides enhanced DBS checks in Jersey: [www.gov.je/StayingSafe/protectingvulnerablepeople/registeringwithJVB/Pages/CRBChecks.aspx](http://www.gov.je/StayingSafe/protectingvulnerablepeople/registeringwithJVB/Pages/CRBChecks.aspx).

### Q: Can I contact the DBS?

A: Yes, if you have any questions you can contact the DBS customer services department. If you send an email, include your full name, address, telephone number and any DBS reference numbers.

### DBS customer services

Email: [customerservices@dbs.gsi.gov.uk](mailto:customerservices@dbs.gsi.gov.uk)  
Telephone: 0870 909 0811  
Minicom: 0870 909 0344

### DBS confidential checking service

Email: [sensitive@dbs.gsi.gov.uk](mailto:sensitive@dbs.gsi.gov.uk)  
Telephone: 0151 676 1452