

# Changes to Statutory Employment Checks

# Detailed information

- There are changes to statutory employment checks in IBC self-service, including DBS (Disclosure and Barring Service) and professional registration.
- These changes went live in July and help monitor, process and record employment checks. They also support compliance.

## Guidance

- New IBC self-service help pages are also available, search for '**Statutory Employment Checks**' and '**DBS Guidance for EmploymentCheck Users**' in the IBC. There are video guides on the help pages which show you the changes and how the processes work.
- If you manage the DBS checking process, please take the time to look at the help pages so you understand what impact these improvements will have for you.

# Actions for DBS checks

- An added feature of this system is that all positions that have a 'standard' or 'enhanced' level DBS requirement must also now have a 'workforce' added.
- The workforce is either children, adults or both. This has been updated in IBC self-service, but please check this information is correct and amend if required. If the position is vacant you will need to check the workforce has been added before you recruit by using 'Change Position' in IBC self-service.
- Review the recheck period on the position(s) to make sure the reminder notifications are sent out correctly. Amend if required. Remember: only checks that include children's barred list require a recheck every 3 years, for all others there is no recheck required.

# Actions for professional registrations

- Check information is correct against positions for teachers and amend it if required using 'Change Position' in IBC self-service.
- Once you have corrected this, you can then add the information to the employee's record using 'Statutory Employment Checks'.

Note: the list of statutory professional registrations to be recorded has changed. See list:

Nursing & Midwifery Council (NMC)
Health & Care Professions Council (HCPC)
Social Work England
The Royal College of Speech & Language Therapists
Architects Registration Board
Chartered Institute of Legal Executives
Solicitors Regulation Authority
Bar Standards Agency
General Dental Council
UK Public Health Register (UKPHR)
General Medical Council (GMC)
Royal Institute of Chartered Surveyors
Gas Safe Register
Teaching Regulation Agency

# Questions

If the guidance, including IBC self-service help pages don't answer your question raise an IBC enquiry or use web chat.