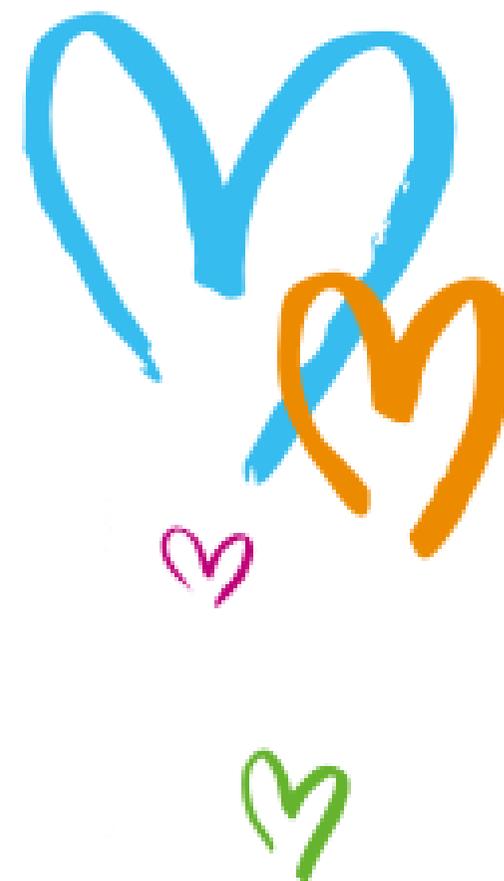


# Recruitment Of Ex-offenders



Because you  matter

## DBS Checks

Having a criminal record will not necessarily prevent you from working with Mid Cheshire Hospitals NHS Foundation Trust (MCHFT).

This will depend on the nature of the position you are applying for and the circumstances and background of any previous offences.

MCHFT has a duty of care to our vulnerable patients. We use the DBS Disclosure service as part of our Pre-Employment checks to help us risk assess applicants' suitability.

All roles where you will be carrying out "Regulated Activity" will require a DBS check. "Regulated Activity" includes providing health, social and/or personal care (so most of our roles will require a DBS check).

In addition, roles where you may have access to children, vulnerable adults or where you are in other positions of trust will also be required to obtain a criminal record check from the DBS. Some of our roles do not require any DBS check.



## Level Of Checks

The level of disclosure required depends on the role that you will be doing. The Trust will only carry out DBS checks at the appropriate level for the role that you are offered.

We use two levels of DBS disclosure:

Standard check (Standard Disclosure) – will show current and spent convictions, cautions, reprimands and warnings held on the Police National Computer.

Enhanced check (Enhanced Disclosure)- contains the same information as the Standard disclosure plus any relevant and proportionate information held by local police forces as well as a check of the new Children and / or Vulnerable Adults barred lists where requested.



## Positive Disclosure

If the DBS check reveals details of a criminal record, you will be asked to provide your disclosure certificate, in confidence, to your Recruitment Officer.

Staff involved in the recruitment process have been suitably trained to deal with this information sensitivity and confidentiality. They will identify and risk assess the relevance and circumstances of any offences against the role that you have applied for. This information will only be seen by those who need to see it as part of the recruitment process and you will always be given the chance to discuss the information with us.

In many cases, especially where a criminal record is a one-off event, not related to the role or is very old, it has no impact on our decision to employ.



**Mid Cheshire Hospitals**  
NHS Foundation Trust

Mid Cheshire Hospitals is committed to treat all applicants fairly. We actively promote equality of opportunity for all and welcome applications from a wide range of candidates, including those with criminal records.

We select all candidates based on their skills, qualifications, experience and suitability for the role.



**We put you first**

involving you in decisions which affect you and making time to learn from what you tell us to get it right for patients and staff every time.



**We strive for more**

setting ourselves high standards, encouraging innovation and sharing best practice to be the best we can be and deliver great quality, safe care.



**We respect you**

embracing diversity and treating everyone with understanding, dignity and compassion to support and care for the people we work with and for.



**We work together**

with colleagues and partners to go beyond traditional boundaries and deliver care which truly benefits our patients and meets their individual needs and wants.

**Because you  matter**