



**ONFIDO ELIGIBILITY CRITERIA
FOR CRIMINAL RECORD CHECKS**

Basic Disclosure Check

Any role where it is in the interest of a customer/employer to obtain a criminal record history;

e.g. working in a position of trust, or working in premises unsupervised.

Standard DBS Check

1. Individuals working in an **NHS, hospital, health care environment** who have either:

- a) Contact with patients
 - b) Access to personal sensitive medical records about children or vulnerable adults
- e.g. catering staff, drivers, porters, cleaners, receptionists, secretaries, engineers*

2. **Legal Professionals:**

e.g. barrister, solicitor, registered foreign lawyer, legal executive, receiver appointed by the Court of Protection, Judicial appointment

3. **Financial Services** positions if:

- a) It is a chartered or certified role (FCA / FSA approved)
- e.g chartered accountant, certified accountant*

4. People working in the **Security Industry, Traffic Wardens, Veterinary surgeons**

Enhanced DBS Check

1. Excluding barred list check

A) **Armed security guards** working for a government department, for example: The Home Office

B) Staff/volunteers who **work with vulnerable adults** once a week or more, or 4 days in any 30 day period, or overnight in the following roles (Workforce Type = "Adult Workforce"):

- a) Teaching or training (excl personal care) or
- b) providing advice or guidance.

C) **Staff/volunteers who work once a week or more**, or 4 days in any 30 day period, or overnight in (Workforce Type = "Adult Workforce"):

- a) an adult care home or
- b) an adult detention centre (*e.g.: prison, remand centre*).

D) **Members of peer support groups** (*e.g.: Alcoholics Anonymous*) - Workforce Type = "Adult Workforce".

E) **Temporary contractor in a school** - Workforce Type = "Child Workforce".

F) **A Volunteer who** (Workforce Type = "Child Workforce"):

- a) works with children, and
- b) who is supervised on a day to day, ongoing basis, and
- c) who works in a specified place or in a specified role (see regulated activity below)

Note: Unsupervised volunteers in specified place or specific role will require the Enhanced CRB incl. barred list check

G) **Family or friends of Foster Carers** who live in the foster carer's home - Workforce Type = "Child Workforce".

H) A person **living at the premises where a childminding** or day care service is provided or who regularly works on the premises at a time when the childminding takes place - Workforce Type = "Child Workforce".

l) **People in certain positions of responsibility**, such as a vulnerable adults' charity (Adult Workforce) or children's charity (Child Workforce) trustee or a school governor

K) Staff working within the **Gambling Commission** - Workforce Type = "Other Workforce"

2. Including child and/or adult barred list check

A) Regulated Activity in relation to CHILDREN

Staff/volunteers in relation to CHILDREN (under 18 years old); working (Workforce Type = "Child Workforce"):

- a) unsupervised and
- b) once a week or more, or 4 days in any 30 day period, or overnight and
- c) in a specific role OR in a specified place (see below):

Specific child-related Roles: supervising, caring, teaching, training, instructing, providing advice/guidance, providing therapy/treatment, transporting, providing assistance, moderating a public electronic communication service to be used mainly by children.

Specified Places: educational institution (e.g.: school, under-18 further education), nursery, children's hospital, detention centre (e.g.: *prison, remand centre*), children's home, childcare premises, children's care home

B) Regulated Activity in relation to (VULNERABLE) ADULTS

Staff/volunteers engaged in any of the following activities with **an ADULT** (18+ years old) because of their **AGE, ILLNESS or DISABILITY**

- a) **Provision of Health Care** by a regulated healthcare professional, or are acting under the direction or supervision of a regulated healthcare professional, for example doctors, nurses, healthcare assistants and physiotherapists. **Health Care roles include:**
 - a. Physical care, mental health care and palliative care
 - b. Diagnostic tests and investigative procedures,
 - c. Non-medical procedures such as taking blood (blood donations) and cosmetic surgery,
 - d. Psychotherapy and counselling. This includes the provision of psychotherapy and counselling over the phone. *Note: Life coaching is excluded from regulated activity.*

e. First aid, when any person administering the first aid is doing so on behalf of an organisation established for the purpose of providing first aid (for example, St John Ambulance Service), this is regulated activity. This includes first aid given by Community First Responders.

Note: Individuals employed for another purpose who volunteers, or is designated, to be that organisation's first aider is not in regulated activity. For example, a person who works in a department store whose role includes being a first aider is not engaging in regulated activity.

b) Providing Personal Care:

- a. Assisting or prompting an adult with: eating, drinking, washing, bathing, dressing, oral care, skin/nail care
- b. Training, instructing, or offering advice or guidance to an adult in relation to personal care
- c. Supervising someone providing personal care

c) Providing Social Work; activities of regulated social workers (relevant social work has the meaning given by section 55(4) of the Care Standards Act 2000 and a social care worker by virtue of section 55(2) (a) of that act)); including:

- a. Assessing/reviewing the need for health or social care services
- b. Providing support

d) Assistance with general household matters (day to day assistance in relation to the running of a household of the person concerned where the assistance is the carrying out of one or more of the following activities):

- a. Managing a person's cash
- b. Paying a person's bills
- c. Assistance with shopping

e) Assistance in the conduct of a person's own affairs:

- a. Lasting/enduring power of attorney (not including family)
- b. Appointed adult's deputy
- c. Independent mental health advocate
- d. Independent mental capacity advocate
- e. Providing independent advocacy services
- f. Receiving payments on behalf of an adult under the Social Security Administration act
- g. An order by the court of protection

f) Transporting / Conveying:

a. Drivers or assistants transporting adults because of the age, illness or disability to, from or between places where they receive healthcare, personal care or social work (not including family, friends).

This includes:

- Hospital porters
- Patient Transport Service drivers and assistants
- Ambulance Technicians
- Emergency Care Assistants.

C) Other activities requiring barred list check:

a) A day to day manager or supervisor of somebody engaging in Regulated Activity (see A and B above) with children or adults

b) The following Child-related roles, even if done only once (without time constraints specified above) - Workforce Type = "Child Workforce":

- Assisting an ill or disabled child to eat or drink
- Assisting a child that is ill, disabled or required due to age with toileting, washing, bathing or dressing
- Health care to children: (treatment/therapy) all forms of physical / mental health healthcare incl. palliative care

c) **People communicating with children** by telephone, internet or other electronic means (once a week or more, or 4 days in any 30 day period, or overnight) - Workforce Type = "Child Workforce".

d) **Foster Carers, Registered Childminders or Child-Carers** and hosting for under 18-Workforce Type = "Child Workforce".

e) Applicants for a **Taxi or Private Hire Vehicle** (PHV) license (child and adults barred lists) - Workforce Type = "Other Workforce".