

## **DBS disclosure eligibility guidance (March 2013)**

When determining if/what level of disclosure is required the responsible manager must determine the answers to the following questions:

1) Does the position meet the definition of regulated activity?

### **Adults services; regulated activity covers roles which provide:**

- Healthcare; Personal care; Social care work
- Assistance with a persons cash, shopping, bills; With the conduct of affairs (powers of attorney)
- Conveying for reasons of age, illness or disability to, from or in-between places to receive health/personal/social care
- Supervision of individuals delivering the above activities

To persons over the age of 18.

### **Childrens services; regulated activity covers roles that provide (on a frequent/intensive basis):**

- Unsupervised\* teaching/training/instructing; caring/supervision; advice on well being
- Conveying children exclusively.
- Personal care (washing, dressing, feeding or healthcare supervised by a professional)
- ALL paid work in a 'specified' place - school/PRU, children's home/centre, childcare premises
- Specified activities - registered childminding and foster carers.
- Supervision of individuals delivering the above activities

To persons under the age of 18.

**Regular/Frequent** definition: the activity must be delivered, by the same person, frequently (once a week or more often), or intensively (4 or more days in a 30 days period), or overnight (2am-6am).

YES - Workers who meet the **definition of regulated activity from 10<sup>th</sup> September 2012** must have an **Enhanced DBS disclosure with a barred list check for the client group they work with.**

NO – Go to Question 2.

2) Does the position involve regularly caring for, supervising, training or being in sole charge of children and/or vulnerable adults ('substantial unsupervised access')?

YES – the worker is eligible for an **Enhanced DBS (former CRB) Disclosure.**

NO – Go to Question 3.

3) Does the position involve the individual having access to vulnerable groups in the course of their normal duties? (access to information about vulnerable clients does not meet this criteria)

YES – the workers is eligible for a **Standard DBS (former CRB) disclosure.**

NO – not eligible for any disclosure; may require risk assessment where occasional/incidental access to vulnerable groups is possible.

\* **Supervision:** If a worker is supervised (by a worker in regulated activity) on a regular, day-to-day basis, they are not providing regulated activity. Managers must consider the following factors in deciding if the supervision provides reasonable assurance of the protection of the children concerned:

1. the age/s and/or vulnerability of the children concerned;
2. the number of children that the individual is working with;
3. whether or not there are other carers/ adults/ workers around;
4. the nature of the individual's work or contact with the children;
5. how many workers are supervised by each supervising worker

**NB: All paid workers in a specified place deliver regulated activity regardless of supervision.**