

## DBS CHECKLIST

NAME OF APPLICANT \_\_\_\_\_

Guidance document issued to applicant	
Has the applicant read it? Any questions?	
Application form fully and legibly completed?	
Original documents checked against application and guidance document?	
Right to work in UK	
Privacy declaration held	
Return Slip <i>fully</i> completed	
Original documents photocopied	
Application, Return Slip and photocopies sent to GP Systems	