

CAPITA

Online DBS Service

Capita HR solutions manages in excess of 19,000 online DBS applications per year using Capita Recruitment Screening Services' online solution, e-Bulk.

What is e-Bulk and how will it benefit you?

E-bulk is an online Disclosure Checking service that is fast and efficient. It follows the same basic principles as the paper based version and works on a set of defined processes.

Our Pre Employment team have found that paper disclosure applications can be error prone, time consuming, reliant on the postal service and manually intensive to manage. The e-Bulk solution is already being used by Capita's clients including NHS, recruitment agencies and schools who have found the benefits extensive and include:

- Reduction in overall processing time by 10-30 days (compared to paper applications) as postal delivery, manual handling and DBS pre-processing are no longer required thereby minimising employment delays
- online data validation means fewer errors and minimal number of rejected applications
- Up and running in 24 hours
- Applicants can complete their disclosure application either at their workplace or at any location with access to the web
- No more postal costs
- Electronic clearance results means less mail to open
- ISA compliant Application Dashboard - view status of all applications

Feedback from our clients...

"No complaints from us!"

"Wow that was amazingly quick!"

"It's great to be able to look at Dashboard to remind me what's going on!"

What we can offer you...

- We are a specialised and experienced registered DBS Umbrella Body
- Secure data hosted within an ISO27001 Capita owned Data Centre
- Lowest error rate – Capita has an accuracy rating of 98% compared to an average of 89% for other umbrella organisations, thereby offering a faster turnaround.
- Our friendly team will work with you to manage the administration of the whole Disclosure application process
- We aim to ensure the fastest possible delivery of the DBS Disclosure
- We offer guidance by our dedicated DBS experts and training if required
- We provide a free DBS guidance booklet to steer you through the process



Contact us

To find out more about how we can help transform your HR operations please contact us:

TEL: +44 (0)207 960 7769

EMAIL: hrrsolutions@capita.co.uk

www.capitahrsolutions.co.uk

@capitaHRS