

## Prices and Types of DBS checks available

### Standard...£38

A Standard disclosure documents unspent criminal convictions, cautions, reprimands and warnings received in England and Wales that are held on the Police National Computer. Relevant convictions received in Scotland and N. Ireland will also feature.

### Enhanced...£58

Enhanced disclosures provide the same level of detail as standard disclosures, but also check local police records and search for an individual's details on the DBS Children's Barred List and DBS Adult First.

Enhanced DBS Checks are designed to ensure that no-one on these lists will work with children under 18 or vulnerable adults.

### Voluntary...£20

DBS Checks for volunteers can be conducted at a Standard level or at an Enhanced level, depending on the role the applicant has.

Individuals cannot apply for a Volunteer DBS Check, only the organisation or charity that the person is volunteering for can apply for a check.

### DBS Adult First...£10

DBS Adult First is a service available to organisations who can request a check of the DBS Adults' barred list. Depending on the result, a person can be permitted to start work, under supervision, with vulnerable adults before a DBS certificate has been obtained.

**DBS Cymru**  
**Union Offices**  
**Quarella Road**  
**Bridgend**  
**CF31 1JW**

**Visit:**  
**[www.dbscymru.co.uk](http://www.dbscymru.co.uk)**  
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**Umbrella Body for the Disclosure and Barring Service**

**Secure**

**Fast**

**Reliable**

DBS Cymru DBS Umbrella Body Number 30023800006

MHM Wales Registered Company Number : 06468412 | Charity Number: 1123842

# About us

DBS Cymru was previously known as CRB Wales. CRB Wales launched in 2002 and have maintained a steady and loyal customer base throughout Wales. The name has changed but the service is delivered by the same experienced team.

At DBS Cymru, we believe in simplicity. Our experts will handle the process in an efficient and uncomplicated way and are always available to assist with any queries.

DBS Cymru is now a part of Bridgend Mental Health charity MHM Wales, and all surplus funds raised by DBS Cymru will be placed into continuing the charitable works of MHM Wales, which include community groups, peer support, advocacy, and counselling services.

If you have previously been a customer of CRB Wales, we thank you for your business and hope you'll remain satisfied with our service as DBS Cymru.

## Our Service

We are currently not registered with the DBS to accept on-line (ebulk) applications, therefore only paper applications.

We do however strive to achieve a one-day turn-round time for each application. Once each application has been checked and countersigned by your allocated counter signatory, the signed form will be submitted to the DBS, who will then dispatch the disclosure certificate to the applicant through Royal Mail after all checks have been concluded.

**For organisations** who choose to undertake your DBS checks with us, you will be sent out the required number of paper application forms for each applicant to complete, including our DBS application and ID checking guidance. We do ask the employer to check the necessary three different forms of ID documents for the person on our behalf and to complete our accompanying Statement of Valid ID Check sheet which we ask to be returned with the application.

**For self-employed applicants**, we will ask for you to attend our office in Bridgend where your allocated counter signatory will be able to support you to undertake a DBS application and directly check your forms of Identification.

Our counter signatories are also available for guidance throughout the process, track the progress of each application through all the four (standard) or five (enhanced) stages and support with requesting DBS disclosure certificate reprints, if required.

Our service is 'pay as you go' therefore you will not be tied into any formal contract and at DBS Cymru there is no requirement for you to have a set number of application before you can use our service.

### Our customers include:

- Charities
- Fostering Agencies
- Nursery Staff
- Volunteers
- Film Companies
- Counselling Services

*"Couldn't ask for a friendlier, more accommodating service. Staff always helpful and knowledgeable and happy to answer any queries"*

*"Dependable and speedy service, supportive every step of the way!"*

## Service Assurance

- Our commitment to our clients, is we will always offer a professional and confidential service.
- Our counter signatories are always available to give up to date and concise guidance of the DBS process over the phone or by email.
- We will thoroughly check all applications to ensure no information is omitted or errors present. Our aim is to countersign and submit each application to the DBS within one working day of us receiving the application, provided the application has been completed correctly and also you have assured us that the applicant's identity has been checked to the required standard outlined in DBS guidance.
- We can assure our customers we treat all data and information received is handled in the strictest confidence, and all information received retained in connection with DBS checks complies with the provision of the Data Protection Act 2018, incorporating GDPR. For more information, please refer to our policy section of our website.
- DBS Cymru is annually audited by the DBS, who review our service and policies. At our last audit (July 2021) we met all the criteria to remain operating as a registered umbrella body to an excellent standard.

