

DBS Update Service



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Partnership

The Disclosure and Barring Service (DBS) update service allows:

- Applicants to keep their DBS certificates up to date
- Employers to check a DBS check

The Update Service is an online subscription service that lets you keep your standard and enhanced DBS certificates up-to-date. It also allows employers to check a certificate online, with your consent. You can use your certificate again when you apply for a position within the same workforce, where the same type and level of check is required.

Benefits of Joining:



Saves you time and money.



You can take your DBS certificate from role to role



Employers can carry out instant online status checks

If you want to join, then you need to register separately for the Update Service. It costs **£13 per year**, and you can pay by debit or credit card. If you are in the process of getting a standard or enhanced DBS check, you will need your application reference number (called 'form ref' on your application form) and the DBS must receive your application form within 28 days. You can also join the Update Service when you receive your DBS certificate, by using your certificate number. If you choose to do this, you must join the Update Service within 30 days of the 'date of issue' displayed on your certificate. To join the service at a later date will require a fresh application.

Registration lasts for one year. The service costs £13 per year and starts from the date your DBS certificate was issued. The £13 fee is payable by debit or credit card only. You can use someone else's card with their permission. If you use someone else's card and select the annual 'auto renew' option, the DBS will attempt to take the annual renewal fee from the card used to initially subscribe.

