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Background Checks and Verification Policy

Introduction:

We Care 24x7 Ltd is committed to ensuring the safety, integrity, and reliability of our healthcare professionals and staff. This Background Checks and Verification Policy outlines the procedures and standards for conducting background checks and verifying information to maintain the highest standards in the recruitment and placement of healthcare professionals.

I. Background Checks for Healthcare Professionals:

1. Criminal Background Checks:

- Criminal background (DBS) checks will be conducted for all healthcare professionals to identify any convictions that may impact their eligibility for placement.

II. Verification of Professional Qualifications:

3. Educational Credentials:

- Educational qualifications claimed by healthcare professionals will be verified.

4. Professional Licenses and Certifications:

- Healthcare professionals will be required to provide proof of current and valid professional licenses and certifications, which will be verified through the appropriate licensing bodies.

III. Employment Verification:

5. Work History Verification:

- Verification of work history will be conducted to ensure accuracy and completeness of information provided by healthcare professionals.

6. Professional References:

- A minimum of one professional reference will be contacted to provide insights into a healthcare professional's work performance, reliability, and interpersonal skills. One Character reference is also obtained

IV. Verification of Identity:

7. Identity Verification:

- Healthcare professionals will be required to provide government-issued identification for identity verification purposes.

V. Ongoing Monitoring:

8. Continuous Monitoring:

- We Care 24x7 Ltd may implement ongoing monitoring processes to ensure that healthcare professionals maintain the necessary qualifications and compliance with relevant standards.
- Mandatory trainings are provided to all healthcare professionals under we care 24x7 to maintain high standards of care delivery.

VI. Client-Specific Requirements:

9. Adherence to Client Protocols:

- Background checks and verification processes will be aligned with any client-specific requirements or protocols to ensure seamless collaboration.

VII. Confidentiality:

10. Confidential Handling:

- Information obtained through background checks and verification processes will be treated with the utmost confidentiality in accordance with the organization's Confidentiality Policy.

VIII. Compliance with Laws and Regulations:

11. Legal Compliance:

- Background checks and verification procedures will be conducted in compliance with all applicable laws and regulations governing the healthcare staffing industry.

IX. Reporting and Documentation:

12. Documentation of Results:

- Results of background checks and verification processes will be documented and maintained securely in employee files.

13. Reporting Obligations:

- Any adverse findings or issues identified during the background checks will be reported to the appropriate personnel within We Care 24x7 Ltd

X. Continuous Improvement:**14. Review and Evaluation:**

- The Background Checks and Verification Policy will be periodically reviewed and evaluated to identify areas for improvement and ensure ongoing compliance with industry best practices.

Conclusion:

This Background Checks and Verification Policy reflects We Care 24x7 Ltd's commitment to maintaining the highest standards of safety and reliability in the recruitment and placement of healthcare professionals. Adherence to these procedures is essential for the continued success and trust of our clients and the communities we serve.