

CRIMINAL RECORDS DECLARATION.

SONOGRAPHERS Medical is registered with both the Criminal Records Bureau and Disclosure Scotland.

In line with the Government initiative, we require all staff working with in England, Wales and Northern Ireland to undergo a formal Police Records Check, at the level of an “Enhanced Disclosure” every two years. Similar arrangements apply to Scotland through Disclosure Scotland.

Most of the placements we arrange are for clients who are exempt from the provision of section 4(2) of the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendments) Order 1986. Locum's are therefore required to divulge details of all convictions which for other purposes are ‘Spent’ under the provisions of the Act.

Any information given will be treated as strictly confidential and considered only in relation to placements for which the Order applies.

The charge for this service will be paid by **SONOGRAPHERS Medical**. A copy of your resultant Disclosure Information will be sent direct to you by the CRB or Disclosure Scotland .

SONOGRAPHERS Medical will adhere to the CRB and Disclosure Scotland Code of Practice, a copy of which can be obtained from these organisations or from ourselves. The detailed results of the Disclosure will NOT be sent to prospective employers. If the Disclosure records NO convictions, prospective employing Trusts will be told that a “Clean” Disclosure was obtained. If, alternatively, the results are considered unsatisfactory, you will be informed and given the opportunity to discuss them.

Please note. – The presence of a conviction in the past does not make you unsuitable for employment through **SONOGRAPHERS Medical**. Attempting to ‘hide’ such a conviction would not be acceptable however.

Regretfully, neither the Criminal Records Bureau nor Disclosure Scotland can issue on-line applications for these disclosures. We shall therefore forward you a copy by mail once your documentation is returned to us.

In the mean time, please sign *one* of the declarations below and return it to us with your application form.

I confirm that I have read the above policy of Criminal Record checks and wish the relevant forms to be sent to me by post.

I have NO conviction to declare (excluding any vehicle parking & speeding violations) and, to the best of my knowledge, no such conviction are currently pending a court decision or police investigation.

(Signed). **Date.**

Please Print Full Name:

OR

I confirm that I have read the above policy of Criminal Record checks and wish the relevant forms to be sent to me by post.

I am UNABLE TO DECLARE that I have no convictions (excluding any vehicle parking & speeding violations) or that, to the best of my knowledge, no such conviction are currently pending a court decision or police investigation.

In this case please provide full details or contact us by telephone.

(Signed). **Date.**

Please Print Full Name: