

Pre Employment Checklist

Forms & links

- [ ] New starter payroll form
- [ ] Model declaration form
- [ ] Information sharing agreement
- [ ] Health, Work and Wellbeing (HWWB) questionnaire
- [ ] DBS status form
- [ ] Reference form

Document evidence

- [ ] Upload of ID and UK proof of address to IDSP
- [ ] Evidence of RTLW
- [ ] Virtual Teams meeting
- [ ] Certificate of sponsorship (if applicable)
- [ ] Evidence of visa application in progress (if applicable)
- [ ] International Police check (if applicable)
- [ ] Enhanced DBS certificate
- [ ] English language competency (ILETS or OETS)
- [ ] Advanced Life Support (ALS) Certificate (if applicable)
- [ ] Higher Qualifications (if applicable for your specialty training)
- [ ] Foundation Competences (FPCC, CREST 24, Core Comps)
- [ ] ARCP (if applicable)
- [ ] Referee details for previous 3 years