



10 Ullswater Avenue
Crewe
CW2 8QQ

Tel: 07375518833 / 07846377774
Email: contact@jjohnltd.co.uk
Web: jjohnltd.co.uk

DBS Application Guidelines

Dear Applicant,

Please follow the steps below and fill your application for DBS check for your position

1. Go to our website: (Link Below) and click the check box and then click 'Complete Your DBS Application'

<https://www.carecheck.co.uk/applicant-login/>

Enhanced, Standard & Basic DBS Application Login

Apply for a new basic, standard or enhanced DBS Check for your employer or volunteer organisation.

Start Your New Basic, Standard or Enhanced DBS Application

IMPORTANT NOTE *

☐ When entering the organisation reference, please leave the organisation code blank, you only need enter an organisation code if your employers have provided you with one.

Complete Your DBS Application

2. Choose Standard / Enhanced DBS Application and Click 'Start Application'

Welcome

Standard / Enhanced DBS Application

Select this box to submit an application for a Standard or Enhanced level DBS check.

[Start Application](#) →

3. Enter the Organisation Reference (this is case sensitive) JJOHN37372 and click 'START'. Leave Organisation Code blank

Start New Application

For further guidance on what information is checked as part of this application, please click [here](#)

Please enter your Organisation Reference and Organisation Code to start a new application

ORGANISATION REFERENCE *

JJOHN37372

ORGANISATION CODE

BACK

START

- | |
|--|
| 4. A blank online DBS Application form will open on your screen. Follow the on-screen instructions and fill in your personal details |
| 5. After you have created your online DBS Application, please contact us as you need to show us some ID and supporting Documents. |

APPLICATION FEE AND SERVICE CHARGES

The applicant has to pay the fee (including VAT and service charges) for the DBS (Enhanced) check. The fee paid to J. John Ltd is not refundable irrespective of the outcome of the check or if J. John Ltd is no more able to offer this position to the applicant.

Your application will only be processed upon receiving the payment and supporting documents.

Please feel free to contact us for any further assistance or information required with your application.

Best regards,

HR, J. John Ltd Care Services