

**PSICON (PSYCHOLOGISTS) OFF FRAMEWORK
CHECKLIST FOR TRAINED STAFF**
(Clinical Psychologists/Counselling
Psychologists/Educational Psychologists/Speech
and Language Therapists)
Version 10/22

NAME:	QUALIFICATION:
DATE:	TEAM:
INTERVIEWED BY:	RECRUITER:

ID	
☐ Passport (Current and Verified) – Photo page and Passport cover needed ☐ Visa (Current and Verified) – If Required including all previous right to work visas ☐ Letter from Home Office/student letter (Verified) – If Required ☐ National Insurance Number (Verified)	
TRAINING	
☐ ADOS Certificate	
QUALIFICATIONS	
☐ HCPC Pin Check – Dated within 14 days ☐ Proof of Indemnity Insurance	
FITNESS TO WORK – HEALTHIER BUSINESS	
☐ Fitness to Work Certificate	☐ Non EPP
APPLICATION	
☐ DBS Certificate – Child and Adult Workforce (Enhanced) or Confirmation it has been applied for ☐ Application Form – Via Portal which includes NWRP/Opt Out/Handbook Declaration ☐ Two Professional References from a Senior position (Verified) – Within the last 12 months ☐ CV ☐ Resource Form from Clinical Team ☐ GDPR Consent from	

APPLICATION	
I agree that this candidate is compliant and ready to put on Adapt:	
Compliance Officer:	
Signature:	Date: