

## **Volunteer Screening**

### **DHS screening checks are free for South Australian volunteers**

#### **Types of screening checks**

The DHS Screening Unit offers five types of screening checks. All types are free for volunteers, no matter how many of the five types are required:

- Child related employment screening
- Disability services employment screening
- Vulnerable person-related employment screening
- Aged care sector employment screening
- General employment probity screening.

#### **Applying for a screening check**

The process for applying for a screening check has not changed. It is up to the organization to decide if a volunteer needs a DHS screening check.

Organization can start an application for a volunteer screening check (and manage all of their applications) through the [Screening Unit's online application portal](#).

After an organization starts a new application, the volunteer receives an email with a link to the Screening Unit website to provide the details needed to complete the application.

#### **Processing times**

The Screening Unit processes most applications within three weeks but it is recommended that organizations allow up to six weeks for screening to be completed.

When submitting an application, it's important that all information is correct and relevant, such as all names, nicknames and previous addresses, to help the process run smoothly. Incorrect or incomplete information can slow the process down, as the Screening Unit may need to return the application to the volunteer and ask them to correct and resubmit it.

#### **For more information**

**To register your club as the relevant organization and to apply for a screening check log onto the website below and follow the links.**

**<https://screening.sa.gov.au/screening-process/volunteer-screening>**