Nursing and Midwifery Council (NMC) compliance checklist

D

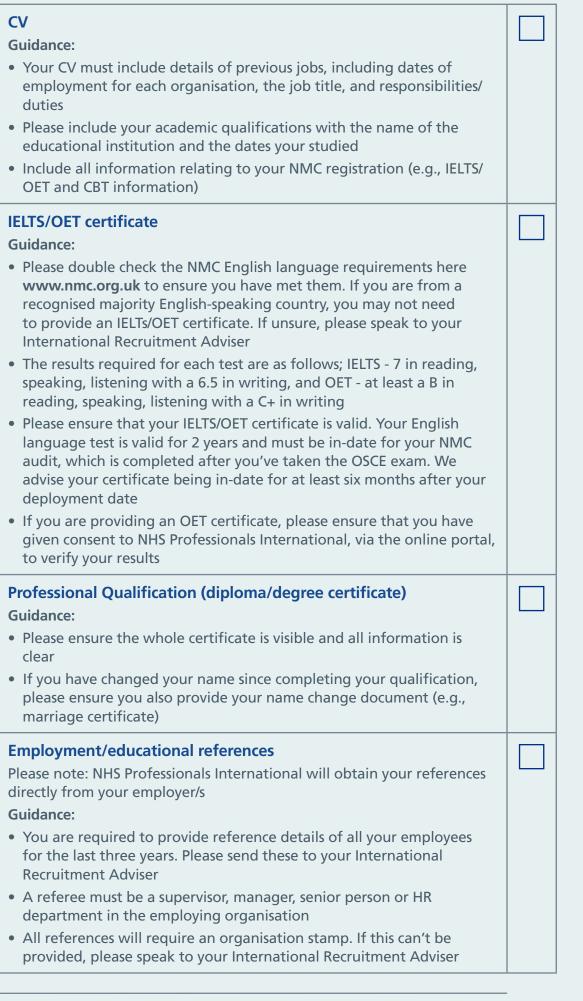


International

Checklist

Congratulations on securing a job offer with an NHS Trust. As you prepare to relocate to the UK, it's important to consider your compliance requirements and begin gathering the necessary documents. Take a moment to review the list of required documents and the accompanying guidance below. Once you have your documents ready, please contact your International Recruitment Adviser. They will assist you with uploading the documents to the portal.

Passport	
Guidance:	
<ul> <li>Your passport must be valid and in-date for when you arrive in the UK</li> <li>Please provide a clear copy of the biometrics page, ensuring all four corners are visible</li> </ul>	
<ul> <li>All information in the passport must be clear, without a glare from camera flash or from obstruction</li> </ul>	
Photographic identification (ID)	
This can be one of the following:	
Driving licence	
ID Card, issued by a government body	
<ul> <li>Police clearance certificate (if it contains a photo)</li> <li>Guidance:</li> </ul>	
Your ID must be valid and in-date	
<ul> <li>Please provide a clear copy ensuring all four corners are visible</li> </ul>	
<ul> <li>Please provide a copy of the front and back of the document</li> </ul>	
<ul> <li>All information must be clear, without a glare from camera flash or from obstruction</li> </ul>	
Proof of address	
This can be one of the following:	
<ul> <li>Utility bill (mobile phone bill will not be accepted)</li> </ul>	
Bank statement	
<ul> <li>ID card issued by any government body, if it includes your current address</li> </ul>	
<ul> <li>Police clearance certificate, if it includes your current address</li> <li>Guidance:</li> </ul>	
<ul> <li>Proof of address must be issued within the last three months</li> </ul>	
Your document with proof of address must include your full name	
• All information must be clear, without a glare from camera flash or from obstruction	
• If you provide a bank statement, it must have recent transactions that are visible on the document	
<ul> <li>If you provide a government ID document, we require a copy of the front and back</li> </ul>	





Nursing and Midwifery Council (NMC) compliance checklist

NMC portal screenshot Guidance:	
<ul> <li>Please provide a screenshot of your NMC portal ensuring your full name, PRN and CBT pass is visible</li> </ul>	
Please take the screenshot on a desktop and not on a mobile device	
CBT pass screenshot from Pearson Vue portal Guidance:	
• Please provide a screenshot of your Pearson Vue portal ensuring your full name, CBT test details, including pass date is visible	
Please take the screenshot on a desktop and not on a mobile device	
Signed Trust offer letter Guidance:	
<ul> <li>Please ensure you have read through your offer letter carefully. It will include information about your relocation package and job offer</li> </ul>	
<ul> <li>Once you have read it through, please sign, and date the offer letter to confirm you have accepted it</li> </ul>	
Certificate of Sponsorship	
<ul> <li>Guidance:</li> <li>Please ensure all information matches your passport and proof of address</li> </ul>	

If you have any further questions, please contact your International Recruitment Adviser, or email the international recruitment team **international@nhsprofessionals.nhs.uk** 

