



HIRING MANAGER – BULLETIN 4 **Changes to Processes - IMPORTANT**

February 2025

Background

This latest Bulletin provides further updates to changes relating to recruitment processes and what is involved in sponsoring workers who require eligibility to work in the UK.

1. Skilled Worker and Health & Care Worker Visa – cost of the Certificate of Sponsorship

The Home Office announced changes to the cost of issuing a Certificate of Sponsorship (CoS) on 16th January 2025. Dates for the impending changes have yet to be confirmed, but they are expected to be effective sometime in Spring 2025.

Certificate of Sponsorship (CoS) fees will increase from £239 to £525 for immigrant workers (such as a Skilled Worker Visa).

The increase will apply to new applications and renewals.

2. Pre-employment Checking

The 'Once for Scotland' (OfS) Employment Checks Policy, which is replacing the SAFER PRE AND POST EMPLOYMENT CHECKS IN NHS SCOTLAND PIN POLICY is being launched in Spring 2025.

As was included in Bulletin 3, the following areas are under review for potential alignment with the new policy.

- Right to Work in the UK checks.
- Assessment of criminal record information for the preferred candidate.
- The number and period of time references should cover.
- The types of situations where Pre-employment Health Checks are required.

Hiring Managers will be guided by the ERRS Recruitment Advisor supporting their vacancy as well as by updated guidance. Further information will be shared, once finalised.

3. Did you know?

The ERRS ServiceNow (SN) Knowledge Base provides a quick way of checking on answers to common recruitment questions or understanding different parts of the recruitment process in one place.

It is regularly updated, and its content informed by the types of enquiries that are being frequently submitted.

If you can't find the answer to your question you can submit a SN ticket for an ERRS colleague to investigate and get back to you.

To find out more or give it a try, it can be accessed via <https://nhsnss.service-now.com/errs>.

4. ERRS website

Further information on all parts of the recruitment process is available on our [ERRS website](#)

Kind regards
ERRS Senior Management Team