



Harbour

The Safer Recruitment Solution

ATS Checklist for Care Hiring Success



www.harbourats.com

Safer Recruitment, By Design

At Harbour, we've been building recruitment systems for over 17 years - many of them helping some of the UK's largest health and social care providers solve complex, end-to-end hiring challenges.

In those environments, compliance wasn't optional, but neither was candidate experience or operational efficiency. So we've always built our solutions to balance all three, making it easier for organisations to hire safely, quickly, and efficiently. We understand that compliant hiring isn't just a challenge for large organisations with in-house recruitment teams. For many smaller providers, it's even harder. Registered Managers are expected to double as recruitment leads. HR Managers are buried in onboarding paperwork and pre-employment checks. And, most importantly, the stakes are just as high. That's why we created Harbour's Safer Recruitment Solution (SRS) - a purpose-built system for SMEs working in regulated

sectors, where compliance is critical but time and resources are tight. SRS distils everything we've learned from complex enterprise deployments into a simpler, smarter system that works straight out of the box.

From just £100 per month, Harbour SRS helps you to get the basics right:

- Built-in compliance from application to onboarding
- Faster, safer hiring - without the shortcuts
- Complete audit trails and ready-to-go New Starter Packs
- One platform - no more juggling spreadsheets, emails and paper trails
- No unnecessary bells and whistles, just an intuitive system your team will actually use

If your current ATS is falling short, or if you're doing too much manually and burning out your team - this guide will show you how Harbour SRS makes the difference.

ATS Checklist for Care Hiring Success

This Checklist Is Ideal For:

- Care providers reviewing their recruitment software
- Organisations still managing recruitment manually
- HR, recruitment, and operations teams under pressure to hire faster
- Providers concerned about compliance, visibility, and audit readiness

This Checklist Will Help You:

- **Choose the right ATS** if you're reviewing options or don't yet have a system in place
- **Assess your current ATS** and quickly see whether it's meeting your needs
- **Identify gaps** that could be slowing down hiring or increasing compliance risk
- **Understand best practice** for care-sector recruitment technology

Whether you're improving what you already have or starting from scratch, this checklist will give you clarity and direction.

Is the ATS Care-Compliant?

What to look for:

A standard ATS may promise to help to ease your hiring process, but without care compliance at its core, it's missing a vital piece of the puzzle. You will still need to rely on external or manual systems to keep your processes auditable, which risks leading to workflow gaps, missing information, and a whole lot more stress and scrabbling about to deal with when the regulator visits.

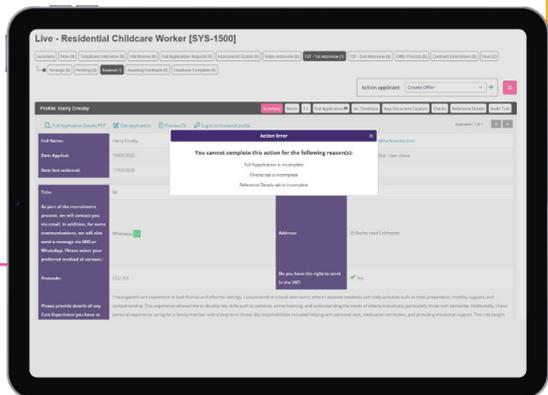
On the other hand, a fully-compliant ATS reduces regulatory anxiety by compiling a thorough audit trail in one central location. It will also help prevent any gaps or mistakes, making it easy to demonstrate safer recruiting compliance.

Why Harbour?

Compliance is at the heart of Harbour SRS, which aligns with the standards set by Ofsted, CQC, CIW and CIS - and of course, HMRC!

Workflows help to reduce safeguarding risks by ensuring procedures are followed, and preventing any gaps being left. All this data feeds into our award-winning onboarding system, creating a comprehensive and audit-ready New Starter Pack.

Built-in compliance checks, process clarity, and full auditability mean you'll always meet regulations - no headaches, no nasty surprises, no hidden risks.



Will the ATS Make Your Hiring Manager's Life Easier?

A good ATS is there to save you time and money, not to make your life harder. The system should be able to handle your entire recruiting process within one centralised and intuitive location, to speed up hiring and maximise auditability whilst minimising risk.

The Harbour Safer Recruitment Solution (SRS) simple interface allows you to hit the ground running and start slashing your time-to-hire with minimal training.

Its smart automation reduces admin & manual tasks, providing real-time notifications, reminders and updates to speed up hiring and prevent mistakes.

Indeed QuickApply and Google for Jobs integrations come as standard, with the option to add DBS & background checks (including driving licence), Google Maps, HRMS interfacing, online test providers, and job board posting.

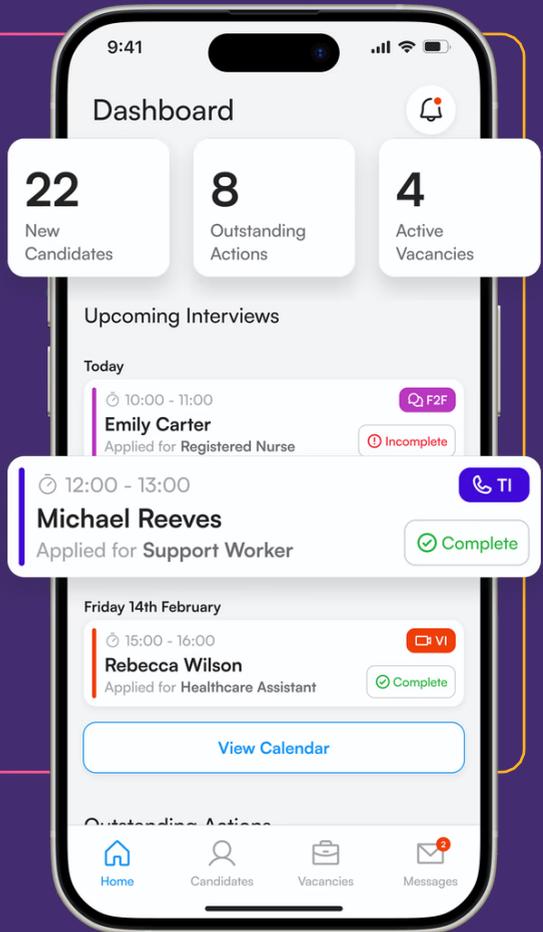
Our system flags or even blocks submissions that are missing employment history or references, ensuring you have everything you need for safer recruitment audits.

Does the ATS Work on Mobile?

As a Registered Manager/Hiring Manager, it's vital to have oversight of your recruitment - whether you're in the office, on the road, covering a night shift or working over the weekend.

Harbour's SRS Hiring Manager App lets you review candidates' applications in real-time, and upload Right to Work (RTW) and Proof of Address (POA) documents directly to a candidate's profile.

What's more, you communicate instantly with candidates via SMS/WhatsApp, as well as email, receive notifications and updates as they happen, and allow candidates to book themselves into your established interview availability, massively improving your recruitment efficiency, removing ghosting and significantly reducing no-shows.



Will the ATS Speed Up Reviewing Applications?

Good candidates are increasingly hard to find in the care sector talent pool, and it's a very fast moving, fluid world for job seekers. Quickly reviewing applications and responding accordingly is the key to securing the best talent. It's fair to say - if you snooze, you really can lose.

With a streamlined portal, Harbour SRS cuts out manual admin, right through to eradicating day-one no-shows, accelerating background checks and keeping candidates engaged from the point of application to being a valued team member.

We don't believe in AI for the sake of AI. That's why we've married our system with intelligent automation that actually helps you to dramatically speed up your processes.

For example, AI-generated candidate summaries that skip the fluff and give you just the information you need for an early-stage application. Harbour can also flag repeat applicants and automatically exclude time-wasters, further reducing your admin burden.

When an application is successful, Harbour's intelligent automation helps schedule an interview, specifying Face-to-Face, Video or Phone interviews depending on their status - enabling mass processing or quick actioning applicant by applicant.

AI Summary

Emily Carter is a compassionate Registered Nurse with hands-on experience at Lighthouse Care, where she provided support to children in care. She has also assisted a family member recovering from surgery, helping with mobility and personal care.

Applied for **Registered Nurse**

Harbour Lodge

17th March 2025

Indeed

F2F Interview

Multiple apps

Full Application

Interview feedback

Contact

Document capture

Sift Question(s) Failed

Is the ATS Flexible and Scalable?

Your business is unique, and an ATS should adapt to fit you - not the other way around. A good solution should let you tailor certain aspects of your recruitment model, such as reports and documentation.

Lastly, a good ATS should be able to grow and scale with any ambitious care business, free from rigidity or costly workarounds that hamper your progress.

Harbour SRS encompasses all aspects of your recruitment, allowing you to personalise important forms and reports without additional charges or bolt-ons. You can also tailor your pipelines, approval flows, and communication templates to fit your recruitment model and organisational voice.

Switch between recruiting by heads or hours as needed, or combine both in the same system - whatever fits your operational model.

Large care groups or multi-home providers need multi-location management, role hierarchies, and site-specific reporting. Harbour SRS

does it all, along with shared access for HR, recruiters and managers to boost collaboration.



Rec. Manager	Hrs / Roles	# Hours / Roles	Hrs / Roles Avail.	Advertised
Recruiting Manager	Hours	35	35	INT, EXT
Administrator	Headcount	3	2	INT, EXT
Recruiting Manager	Headcount	50	50	INT, EXT

Does the ATS Enhance the Candidate Experience?

A poor candidate experience can drastically impact your applicant pool. A good ATS helps you to remove unnecessary hurdles, empowering you to attract and retain higher-quality candidates.

Within seconds of looking at the role, applicants have likely decided whether or not they want to work for you. Harbour SRS pushes your live vacancies to Indeed and accommodates QuickApply back into the system - but with key sift questions built in.

AI Summaries

Even if candidates don't have a polished CV, we use AI to generate a plain-language profile, helping you quickly gauge suitability.

Easy-to-Use, Branded Careers Portal

Optimised for both desktop and mobile - for you, Hiring Managers & candidates.

Eliminate Front-Loaded Frustrations

Collect the right information, at the right time. No pre-registration (which can create a drop-off as large as 60%) and no up-front long forms.

Our smart forms deliver minimal friction early on, with more detailed questions as candidates progress.

Harbour even enables you to attract better candidates. By cutting down lengthy forms and allowing for immediate responses, you can keep the best candidates engaged and reduce the likelihood of ghosting, or poaching by a competitor.



ATS Checklist for Care Hiring Success

Can the ATS Improve Onboarding?

Your onboarding process directly affects quality of care, staff retention, and compliance. Fewer manual steps means fewer errors, faster acceptance, and a more professional impression on new hires.

A good, care-centred ATS shouldn't clock off when the candidate signs on the dotted line. Instead, look for a system that carries over into onboarding, with accessible and demonstrable auditability, and a New Starter Pack that lets you ease hires into their new roles without overwhelming them.

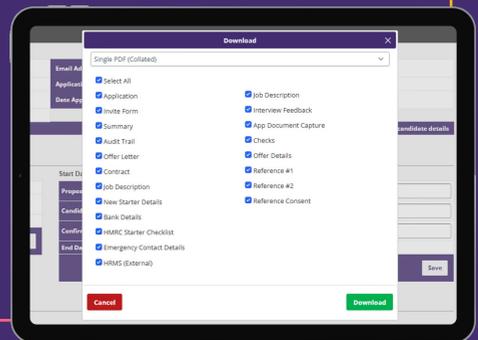
Harbour SRS seamlessly bridges the gap between recruiting and onboarding. It ensures you have all the pre-interview data you need to demonstrate to CQC, CIW, CIS or Ofsted that you have a full and validated application before offering a position.

Our flexible onboarding system lets you upload a standard contract, or use its native functionality to establish a library of templates for different roles. Candidates can then sign electronically, with updates flowing straight into their record.

Pre-employment compliance checks are all handled by clever automation,

with Right-to-Work checks, DBS tracking, reference management, professional validation and training verification all populating the New Starter Pack.

As soon as all checks are complete, the system lets you choose a start date and confirms it with the candidate, so there's no confusion about a new starter's first day.



Will the ATS Give You the Analytics You Need?

Almost all ATS systems have a reporting feature and a library of templates, but they tend to be one-size-fits-all, and focus mainly on the outcome of a generic recruitment process. That means they won't provide sufficient data to satisfy the regulator, or reflect your business' unique goals, like sustained growth or improved quality of care.

As a care business, your ATS should be flexible enough to give you the data you want - not just what it *thinks* you want.

With real-time dashboards and fully-customisable reporting, Harbour SRS gives you 24/7 access to the metrics that matter to you.

Whether you want to share reports with your team or demonstrate regulatory compliance, Harbour SRS makes it easy to export data in just a few clicks.



How Do Its Costs and ROI Compare?

We've already covered how Harbour SRS should make your life easier, but that's only half the job. Time is money, and an ATS system worth its salt should cause a noticeable reduction in your cost-per-hire, too.

Harbour SRS will save you money by reducing your time-to-hire, as well as your reliance on agencies. By reducing manual tasks and speeding up applications, you'll also find yourself spending less on Indeed credits and gaining more insight as to where gives you the best return on your advertising spend.

Unlike most ATS solutions, Harbour SRS lets you choose from a sliding scale of cost, depending on the number of vacancies, size of your team etc. And for organisations that require something a bit more custom we have a long track record of building bespoke brilliance that ensures your solutions fits you - not vice versa:

<https://harbourats.com/custom>

**Find out more about
Harbour's Safer
Recruitment Solution**



www.harbourats.com