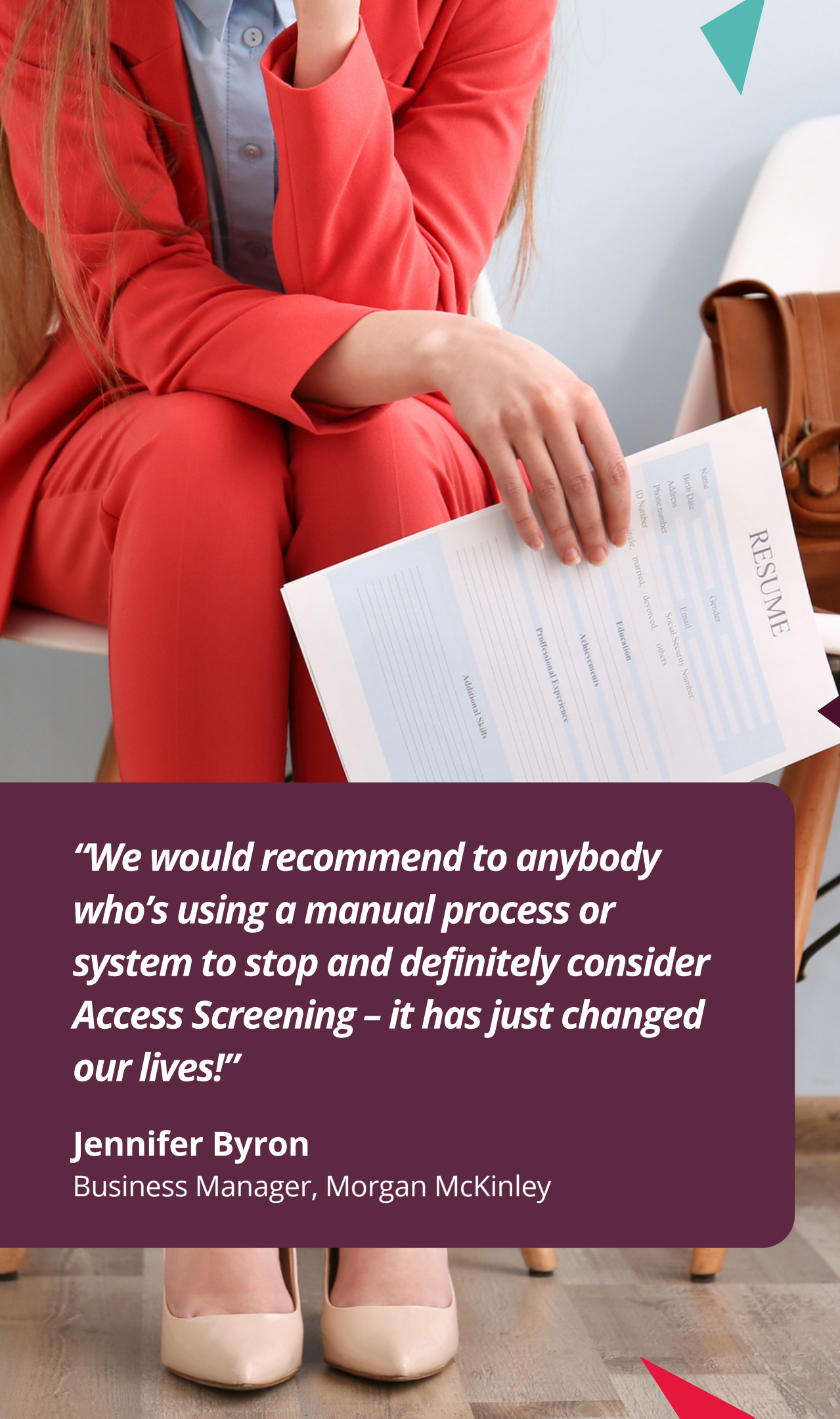# access Screening

Enhancing candidate experience through efficient screening to improve time-to-hire

Developing your candidate experience is the key to long-term screening success

Being able to streamline the screening process to improve time-to-hire and ensuring a positive candidate journey is crucial. This can be achieved by transforming your recruitment process into a more efficient and candidate-centric experience.

One of the biggest challenges is retaining top talent throughout the recruitment process; so how can this be negated? The main metric that most companies use to measure whether their screening processes are efficient or not, is time-to-hire.

> *"We would recommend to anybody who's using a manual process or system to stop and definitely consider Access Screening – it has just changed our lives!"*
>
> **Jennifer Byron**
> Business Manager, Morgan McKinley

Why do we measure time to hire?

- How efficient is your recruitment process
- Help in giving candidates the best possible start
- Identify bottle-necks in your hiring processes
- Assist in analyzing and reducing the cost of hiring
- Know when you need to start the process of filling a role
- Compare yourself to industry leaders – are you losing the best talent?

How do we measure time to hire?

The most common ways companies measure time to hire are:

Measure 1
Job requisition approved to candidate accepting offer

Measure 2
Job requisition approved to candidate's first day of employment

What causes delays in time to hire?

- Interview scheduling
- Chasing references
- Chasing candidates
- Candidate response times
- Candidate data collection
- Document collection
- Getting candidates on site
- Compliance checks
- DBS processing time
- Recruitment/HR Team resources

What does today's candidates look like?

The rise of Gen Z candidates...

Businesses and software providers alike often talk about the importance of a great candidate experience and speeding up time to hire; but more often than not, they forget to sit down and think about why those things are so important. The world of work is evolving massively, and so are the people we are hiring.

Access Screening have outlined common traits of today's candidate would look like. Some of these points will resonate with businesses who are ready to make a change to the outlook of their workforce and have started to hire talent from a younger generation...
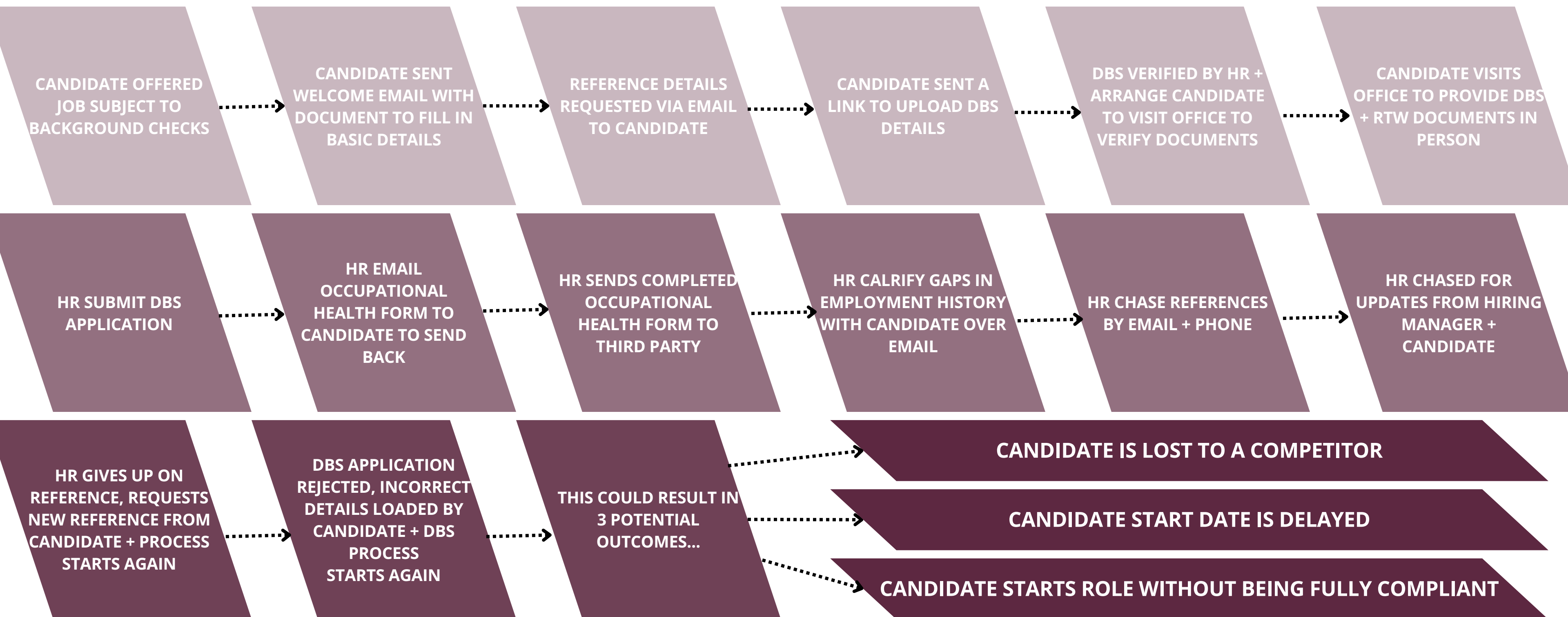
Top talent is at a premium, and ensuring you can get these candidates through the recruitment process quicker than your competitors, is vital to ensuring you don't lose out to those who have this process nailed down.

REMOTE BASED

OPPORTUNITIES VERSUS JOBS

APPLYING FOR MULTIPLE JOBS

DATA AND RESEARCH DRIVEN

76% OF GEN Z CANDIDATES WOULD CONSIDER ABANDONING AN ONLINE APPLICATION IF IT TOOK LONGER THAN 15 MINUTES

HIGH EXPECTATIONS ON SUSTAINABILITY AND SOCIAL IMPACT

AN IMPATIENT GENERATION

TECH SAVVY, DIGITAL NATIVES

WORKING ON THE MOVE

WORKLIFE BALANCE

Are manual screening processes still relevant?

Are you still completing manual and complex screening processes to onboard (or confuse) your candidates?

The real question is, do you think these manual processes are still the right format in order to provide a great candidate experience to today's candidates? If you're running manual processes still, then some of these steps may look familiar to you...

CANDIDATE OFFERED JOB SUBJECT TO BACKGROUND CHECKS

→ CANDIDATE SENT WELCOME EMAIL WITH DOCUMENT TO FILL IN BASIC DETAILS

→ REFERENCE DETAILS REQUESTED VIA EMAIL TO CANDIDATE

→ CANDIDATE SENT A LINK TO UPLOAD DBS DETAILS

→ DBS VERIFIED BY HR + ARRANGE CANDIDATE TO VISIT OFFICE TO VERIFY DOCUMENTS

→ CANDIDATE VISITS OFFICE TO PROVIDE DBS + RTW DOCUMENTS IN PERSON

HR SUBMIT DBS APPLICATION

→ HR EMAIL OCCUPATIONAL HEALTH FORM TO CANDIDATE TO SEND BACK

→ HR SENDS COMPLETED OCCUPATIONAL HEALTH FORM TO THIRD PARTY

→ HR CALRIFY GAPS IN EMPLOYMENT HISTORY WITH CANDIDATE OVER EMAIL

→ HR CHASE REFERENCES BY EMAIL + PHONE

→ HR CHASED FOR UPDATES FROM HIRING MANAGER + CANDIDATE

HR GIVES UP ON REFERENCE, REQUESTS NEW REFERENCE FROM CANDIDATE + PROCESS STARTS AGAIN

→ DBS APPLICATION REJECTED, INCORRECT DETAILS LOADED BY CANDIDATE + DBS PROCESS STARTS AGAIN

→ THIS COULD RESULT IN 3 POTENTIAL OUTCOMES...

→ CANDIDATE IS LOST TO A COMPETITOR

→ CANDIDATE START DATE IS DELAYED

→ CANDIDATE STARTS ROLE WITHOUT BEING FULLY COMPLIANT

Turning to automation for your screening processes

When we think about candidate experience, the first thought as a businesses should be...

"How do we make this process easier for the candidate?"

This is how straight forward you can make your onboarding and screening process, through investing time and money into automation.

1. **Candidate offered role (subject to background checks)**

2. **Candidate sent branded link to Screening portal**

3. **Candidate enters details in tailored candidate portal**

4. **Candidate gives consent to data being used**

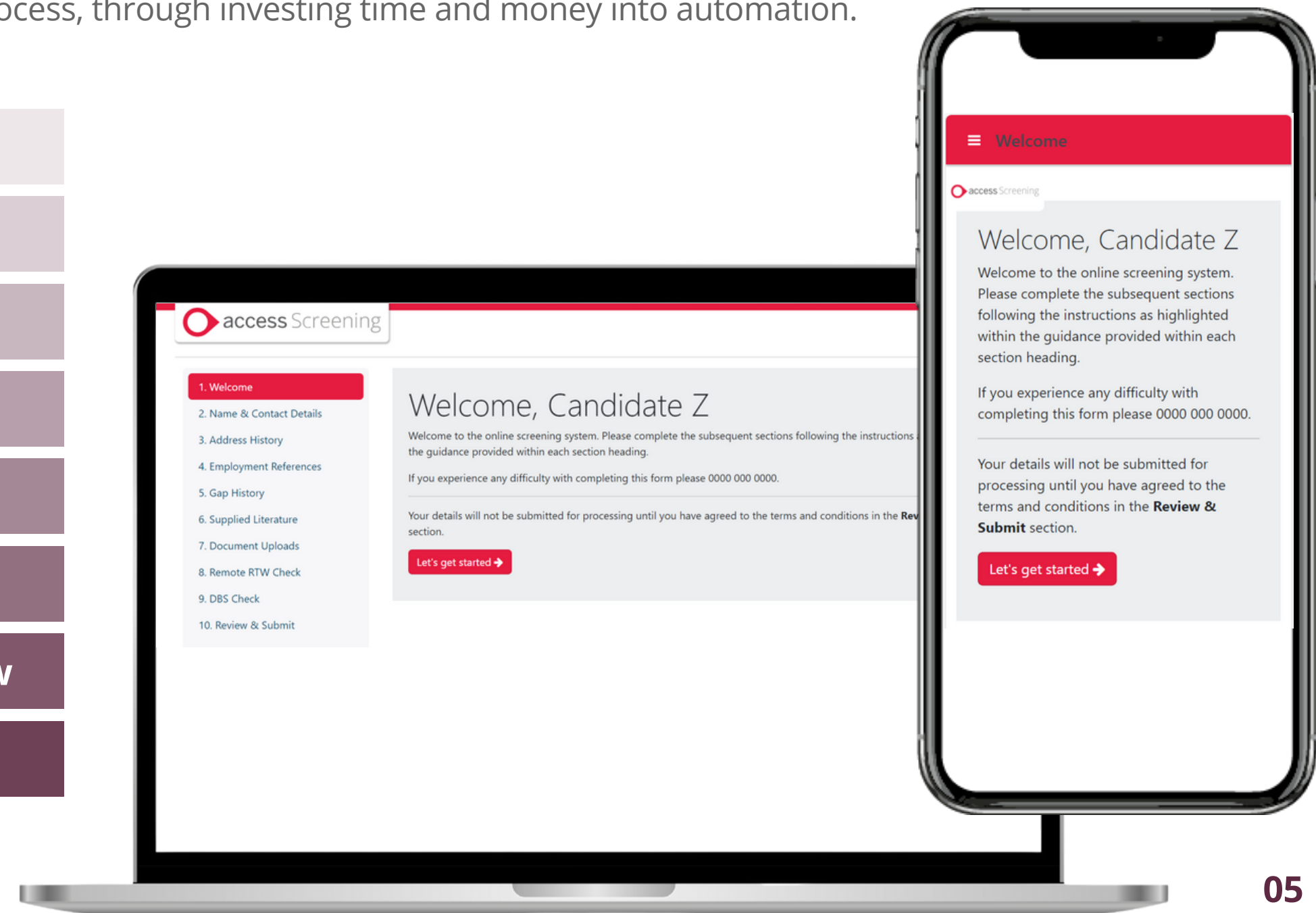5. **Background checks begin automatically**

6. **Hirer monitors progress and alerted to red flags**

7. **Hirer receives a candidate compliance report for review**

8. **Candidate starts role, fully compliant.**

Evidencing your return on investment...

By automating your background screening processes you could expect to create significant ROI...

For any business looking to invest in their background screening processes, being able to present the desired outcomes to key decision makers and important stakeholders can be make or break for your case. The key when looking at the commercials for screening software is to consider how this is offset by the return on your investment and cost savings the product will deliver.

Take a look at the table below and see how much time and money you could save by automating your screening processes...

	Monthly Candidate Volume (average number of candidates screened per month)	Monthly Admin Hours (average number of admin hours estimated to process Monthly Candidate Volume)	Current Admin Cost (based on the average UK HR salary)	SAVINGS THROUGH AUTOMATING MANUAL PROCESSES (our estimated savings based on previous users of Access Screening)	
				Annual Cost Savings	Annual Time Savings (hours)
SME	0-25	40	£6,461.54	£2,584.62	192
	25-50	80	£12,923.08	£5,169.23	384
Medium	50-100	150	£24,230.77	£9,692.31	720
Enterprise	100-250	200	£32,307.69	£12,923.08	960
	250-500	350	£56,538.46	£22,615.38	1680
	500+	500	£80,769.23	£32,307.69	2400

access Screening

Candidate experience should be at the heart of everything you do for your screening...

Discover how an automated pre-employment screening checks can speed up your onboarding.

Find out more

theaccessgroup.com/candidate-screening

About The Access Group

The Access Group is one of the leading providers of business management software to mid-sized UK and Asia Pacific organisations. It helps more than 60,000 customers across commercial and not for profit sectors become more productive and efficient. Its innovative Access Workspace cloud solutions transform the way business software is used, giving every employee the freedom to do more. Founded in 1991, The Access Group employs approximately 5,000 people.

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