

Have you been a Pennsylvania resident for more than 10 years?

If YES – Keep Reading

There are only **TWO** checks you need.

Both can be done completely online & are FREE for volunteers

#1: PA State Police Criminal History Check

Go to: www.psp.pa.gov

- Scroll down and look for “Request a Criminal History Record” under “PSP Services” on the bottom left.
- Scroll down & follow link to the PA Access to Criminal History (PATCH) Website.

*Continue to read each page carefully and follow their instructions. The results of your check should come back almost instantaneously. You can print your Response Certificate immediately and then you must **bring it into the Church Office**, where we will copy it and keep the copy for our files.*

#2: PA Dept. of Human Services Child Abuse History Clearance

Go to: www.compass.state.pa.us/cwis/

- You must create a username and password. Please record this in a safe place. If you lose the paper copy of your results, you will still be able to access them online.
- Read and follow all instructions carefully.
- In addition to the basic information you entered for the State Police (name, address, birthdate, SSN) you should be prepared to enter **all of your past addresses since 1975**. Partial information is accepted. *You can also save your progress before clicking “submit”.*
- During the process you will be given the option to have the results of your Child Abuse History Clearance mailed to your home (at no extra charge). If you do not check this box, you will have to wait for an e-mail and then log-in to the website and print the results yourself.
- Your results (whether printed from home or mailed to you) **MUST be brought in to the church office** so that we can keep a copy for our files. The original will be returned to you so that you can use it to volunteer with other organizations.