

PA Act 153 of 2014 will require many Scouting volunteers to get 2, possibly 3, background checks and they must be renewed every three years.

WHAT CLEARANCES ARE NEEDED AND HOW MUCH DO THEY COST

- Report of criminal history from the Pennsylvania State Police (PSP) cost-\$10 (Waived)
- Child Abuse History Clearance from the Department of Human Services cost-\$10 (Waived)
- Fingerprint based FBI criminal history clearance submitted through the Department of Human Services cost-\$27.50

Volunteers who have lived in PA for the last 10 years may complete the “bpcBSA Disclosure Form for Volunteers” in place of the FBI Check

HOW LONG DOES IT TAKE TO GET THEM

Some of the clearances come back within a few minutes but it could take up to 4 weeks. The online application process depends on several factors but could take an hour or more in total.

HOW DOES A PERSON APPLY FOR THE CLEARANCES

<http://keepkidssafe.pa.gov/clearances/index.htm> has all of the information and links for the clearances.

Report of criminal history from the Pennsylvania State Police (PSP) cost-\$10 (Waived)

It is easiest to go to the Pennsylvania Access To Criminal History website and apply for the criminal record check online with the Pennsylvania State Police at: <https://epatch.state.pa.us/Home.jsp> you will need a credit card and your social security number.

Applicants can also follow this link to print out and mail the Pennsylvania Criminal Record Check form [Pennsylvania State Police Request for Criminal record Check Form \(SP4-164\)](#) You will need to send a certified check or money order with the form (no cash or personal checks)

If you have questions about the Pennsylvania State Police Request for Criminal Record Checks form (SP4 164), please call: (717) 783-9973 or toll free 1-888-783-7972.

Child Abuse History Clearance from the Department of Human Services cost-\$10 (Waived)

<https://www.compass.state.pa.us/CWIS> is the link to the online application. You will first need to create an account and then fill out the application. You will need a credit card and a list of everywhere you have lived since 1975 and everyone you’ve lived with. This will give you immediate access to your results or the status of your results if your results cannot be processed immediately.

If you prefer you can download the application at:

http://www.dhs.state.pa.us/findaform/childabusehistoryclearanceforms/S_001762 The directions for filling out the paper form are on the last page of the application. You will need a money order when you submit the application by mail.

HOW DOES A PERSON APPLY FOR THE CLEARANCES (CONTINUED)

Fingerprint based FBI criminal history clearance submitted through the Department of Human Services cost-\$27.50

The Pennsylvania Department of Human Services is utilizing Cogent Systems to process fingerprint-based FBI criminal background checks. The fingerprint based background check is a multiple step process. For more information and to begin the registration process, go to www.pa.cogentid.com//index_dpw.htm. For question about your FBI Clearance, please contact the FBI/Adam Walsh Unit at 717-783-6211 or 1-877-371-5422.

This clearance requires you to visit one of the authorized fingerprinting locations. The link above gives a list of locations and the identification a person must have with them.

I LIVE OUTSIDE OF PENNSYLVANIA/AM AWAY AT SCHOOL OUT OF STATE, DO I NEED TO GO TO PENNSYLVANIA TO GET MY FINGERPRINTS TAKEN

Fingerprint cards are the only option for out-of-state applicants or optional for applicants who are unable to be printed electronically at a Livescan system within Pennsylvania. The following link gives the directions on how to use this option: https://www.pa.cogentid.com/index_dpwNew.htm

IF I ALREADY HAVE CLEARANCES DO I NEED NEW ONES

The current Law indicates that the clearances are transferable for volunteers. The clearances are good for 3 years from the date they were obtained so if you recently completed the background checks for another organization, you can use them for your Scouting position as well.