



HOW TO OBTAIN CLEARANCES

PENNSYLVANIA CHILD ABUSE HISTORY CLEARANCE

Website: <https://www.compass.state.pa.us/CWIS/Public/Home>

Cost: \$ free

What you will need to complete the clearance online:

- An email account
- Credit/debit card
- The addresses of everywhere you have lived since 1975
- The names and approximate ages of everyone you've lived with since 1975

What you need to provide to York County Library System:

- The PA Child Abuse History Clearance Certification, immediately available on the website after your application is submitted. Visit http://www.dhs.state.pa.us/cs/groups/webcontent/documents/form/s_001762.pdf if you prefer to submit your application and payment via mail. Certifications are mailed to your home address within approximately 14 days from receipt of application.

PENNSYLVANIA CRIMINAL HISTORY RECORD CHECK

Website: <https://epatch.state.pa.us/>

Cost: \$ free

What you will need to complete the clearance online:

- Credit/debit card

What you need to provide to York County Library System:

- The Response for Criminal Record Check, immediately available on the website after your application is submitted. Visit http://www.dhs.state.pa.us/cs/groups/webcontent/documents/form/s_001769.pdf if you prefer to submit your application and payment via mail. It may take up to four weeks or longer for Responses to be mailed to your home address.

FBI FINGERPRINT BASED CRIMINAL RECORD CHECK

Website: https://www.pa.cogentid.com/index_dpwNew.htm

Cost: \$25.75

(DO NOT LINK THROUGH THE PA DEPARTMENT OF EDUCATION UNLESS YOU ARE WORKING IN A SCHOOL)

What you will need to complete the registration online:

- Credit/debit card

After you complete your registration, you will need to go to the nearest fingerprint location to have your fingerprints taken. You will need to bring your registration receipt containing the Registration ID number and your Driver's License/ID.

York County Fingerprint Site (Mon-Thu 10am to 6pm)

Adams County Fingerprint Site (Mon-Thu 10am to 6pm)

York Learning Center

Lincoln Intermediate Unit #12

300 East Seventh Avenue

65 Billerbeck Street

York, PA 17404

New Oxford, PA 17350

What you need to provide to York County Library System:

- The Civil Applicant Response, which will be mailed to your home address within one to six weeks after fingerprinting.

Call 1-888-439-2486 if you prefer to register via phone.

If you have any questions, please contact Kathleen Rounds Volunteer Coordinator, Martin Library or contact your local branch