



CLEARANCES THROUGH THE STATE OF PA

All certificates should be saved as a PDF and uploaded into Shiftboard

KeepKidsSafe.pa.gov

1. Act 33 Pennsylvania State Child Abuse Clearance

(Support Center 1.877.343.0494)

- <https://www.compass.state.pa.us/cwis/public/home>
- (\$13)
- APPLICATION PURPOSE (CHOOSE): Individual 14 years of age or older applying a paid position as an employee

2. Act 34 Pennsylvania Criminal Background Check (PATCH)

- <https://epatch.state.pa.us/Home.jsp>
- \$22 fee for New Applicants
- **Steps for running the PATCH for NEW APPLICANTS**
 - Submit new record (highlighted in gray)
 - Accept Terms & Conditions
 - INDIVIDUAL REQUESTS FOR NEW APPLICANTS**
 - SELECT REASON → EMPLOYMENT
 - Once the application is submitted, save the Control #, to be used to retrieve your clearance.

3. Act 73 FBI Fingerprinting (*for Clinical Staff only*)

(For IDEMIA registration, processing, or billing questions, please contact IDEMIA/Identogo at 1-844-321-2101.) (For the Dept of Human Services contact 877-371-5422 option4, then 1)

- <https://www.identogo.com/>
- Scroll down to **Digital Fingerprinting**, Select Fingerprinting by State, then Scroll down to **Enrollment Services** & choose **Digital Fingerprinting** then enter Service Code
- **Service Code:** 1KG738 (For Child Care Services/Program Employee or Contractor)
- **About \$25 fee**

4. Mandated Reporter Training

- Refer to the PA Dept. of Human Services at <https://www.dhs.pa.gov/KeepKidsSafe/Pages/Trainings.aspx>