PA Child Abuse History Clearance Forms

Per the LU 354 CBA, the member is responsible for the background checks needed on schoolhouse work and various projects. It is stated in the CBA that upon hiring, the contractor shall reimburse 100% of the clearance application fee. Here is an outline of what background checks are needed and how to get the checks down.

- Act-151: PA Child Abuse History Clearance. (Form CY 113 12/2015) You can print this out online, or complete the form online at http//www.compass.state.pa.us/CWIS. You will need to create an account and have an e-mail address. The cost is $13.00 and has to be paid by money order, or personal check. NO CASH, this one take around three weeks to process if mailed.

  Under Purpose for certification- Choose SCHOOL EMPLOYEE GOVERENED BY THE PUBLIC SCHOOL CODE

- Act 34: PA State Police Criminal Record Check. (Form SP 4-164)7-2009 You can do this one online at https//epatch.state.pa.us and pay with a credit card or print the form and mail. The cost is $22.00 and if completed by mail, must be paid by certified check or money order. No cash or personal checks. If you do the clearance online you can get it immediately

- Act-114: FBI Criminal Background Check.

There has been a change in the FBI Fingerprinting process. You will need to pre-enroll and schedule an appointment to be fingerprinted. You will be required to pay at the time you get fingerprinted. The cost is $23.85. Methods of payments are credit card, money order, and business check. NO personal checks are accepted.

The new process is:

1. Everyone will need an e-mail address and be able to print from your computer.
2. Log onto www.identogo.com
3. Go to Pennsylvania
4. Go to Fingerprinting
5. Use Code: 1KG6XN (for school districts)
6. Fill out personal information
7. Pick a location and schedule an appointment
8. After your photo and fingerprinting are complete, you will receive an e-mail when your background check is complete. Make sure you are at a computer that can print.

For questions, call 1-855-845-7434.