REQUIRED CLEARANCES FOR VOLUNTEERS/INTERNSHIPS

***All clearances/training listed below must be acquired before anyone can work/volunteer within the organization. Please contact the Coordinator of Volunteers/Interns with questions at (814) 459 - 6990 x 143 or enicholson@perseushouse.org**

1. PA CRIMINAL HISTORY CLEARANCE (Act 34):

https://epatch.state.pa.us

Fastest way - online - instant results - FEE $8 with credit card

A certificate can then be printed out for all "No Record" responses.

(if it shows up as an "Under Review" response, it will be update to "No Record" or "Record Found" within two weeks and sent through the mail.

Send through U.S. Mail: (3-4 weeks for response)

Fee is $8 with money order. NO PERSONAL CHECKS. Follow directions on form.

No charge for volunteers

2. CHILD ABUSE HISTORY CLEARNACE (ACT 33):

https://www.compass.state.pa.us/CWIS/Public/ClearanceLearnMore

Fastest way - online- Go to the website, go to clearances. You will be directed to create an account. Follow directions.

Take form and $8 money order to STATE REPRESENTATIVE!

Send through U.S. mail: (3-4 weeks for response) Fee is $10 money order. Follow directions on form.

3. FBI FEDERAL CRIMINAL HISTORY - FINGERPRINT (Act 114):

YOU MUST PRE-REGISTER BEFORE GOING TO THE FINGERPRINT SITE

This may be done at www.cogentid.com or calling 1-800-439-2486 (M-F 8am to 6pm)

Fastest way - online - Fee is $27 paid via debit or credit card. You will be able to print out a receipt with a "Registration I.D. Number". Take the receipt with you to the fingerprint site of your choice with State I.D. Approved sites are listed below.

Money orders and cashier's are accepted at the sites made payable to Cogent Systems.

NW Tri-County Intermediate Unit #5 252 Waterford St Edinboro PA 16523 814-734-5610 or 1-800-677-5610 M-F 8:30-12:00 and 12:30-4:00	Erie County Vo-Tech School 8500 Oliver Road 814-464-8600 Ext 6 M-F 9:00-3:00
UPS Store 4237 Buffalo Road Erie (Eastside) M-F 9:00-6:00 Sat 10:00-3:00	UPS Store 2501 W. 12th St Erie Yorktown Center Giant Eagle M-F 8:30-5:30 Sat 9:30-2:30

4. CHILD ABUSE REPORTING TRAINING - (Mandated Reporter) - Act 126

The training can be accessed at www.reportabusepa.pitt.edu. This training is free and a certificate is issued upon successful completion.