

Safe Sanctuaries PA Residency for Volunteers

Print Name: _____

Please check the appropriate line

1. ____ I have not lived in PA during the entirety of the past 10 consecutive years. **I understand that I must complete the FBI criminal history clearance. (you do not need to complete the section on the bottom half of this page)**

Date moved to PA _____

Signature: _____ Date: _____

2. ____ I have lived in PA during the entirety of the past 10 consecutive years. **(Please also read and sign the section on the bottom half of this page.)**

Lived in PA my entire life ____ Yes If not, date (or year) moved to PA _____

Signature: _____ Date: _____

If you have lived in PA for the past 10 consecutive years or more, please read and sign the following:

I affirm that I should not be disqualified from serving based on the conditions listed below:

- i. I am not named in the statewide database (pursuant to a DHS Child Abuse History Clearance) as the perpetrator of a founded report committed within the last five years
- ii. My PA State Police Criminal Background check OR FBI check does not reveal a conviction for *any* of the following at *any time* in the past:
 - a. Criminal homicide; aggravated assault; stalking; kidnapping; unlawful restraint; rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; concealing death of child; endangering welfare of children; dealing in infant children; prostitution and related offenses; obscene and other sexual materials and performances; corruption of minors; sexual abuse of children; or the attempt, solicitation or conspiracy to commit any of the above offenses. In addition, I have not been convicted of an offense similar in nature to the crimes listed above under the laws or former laws of the United States or one of its territories or possessions, another state, the District of Columbia, the Commonwealth of Puerto Rico or a foreign nation, or under a former law of this Commonwealth.
- iii. My PA State Police Criminal Background check OR FBI check does not reveal a conviction for a drug or drug-related felony in the past five years, including felony convictions under the Controlled Substance, Drug, Device and Cosmetic Act.

Signature: _____ Date: _____

(If you have had your PA State Police Criminal Background Check & the Child Abuse History check run within the past year, please attach copies to this affidavit. If not, you are responsible to run your own checks in order to be a volunteer.)

Directions on how to obtain your clearances

1. To obtain your Child Abuse History Clearance:

Go to <https://www.compass.state.pa.us/cwis>

- Create a New Account (create a Keystone ID and a password)
- When you get your Keystone ID and password, enter the site again and “create a clearance application.”
- You will need to have all addresses where you have previously lived (since 1975) and the people (including deceased members) who lived with you.
- Make sure you check “volunteer,” to ensure your background check is free.
- After you enter your information and send it, you will be able to check your results. Please print out the certificate and bring it to school so we can keep a copy on file.

2. To obtain your PA State Police Criminal Record Check:

Go to <https://epatch.state.pa.us/Home.jsp>

- Click on “Submit a New Record Check”
- Click “Accept”
- Fill in your information on the first screen, be sure to click on “Volunteer” for your reason for request. (This will ensure your background check is free.)
- Click proceed and fill in the other requested information.
- You will get your results instantly. Make sure you print the certificate and bring it to the school so we can keep a copy on file.

3. If you have not lived in Pennsylvania for over 10 years, you will also need to be fingerprinted. There is a \$25.50 charge for this service.

Register for fingerprinting through www.cogentid.com

- Click on “Department of Human Services”
- Go under the “Registration Banner” and click “Register Online”
- Enter your information, including your credit card/debit card information.
- You will need to print out a receipt of payment to take with you to the Fingerprinting locations. There are several locations in the Harrisburg area:
You will be able to find further information online about the hours.
- When you are fingerprinted, your results will be sent to you. Please bring them into the school so we can keep a copy on file.