

How to apply for PA Clearances

1. Child Abuse Clearance

Go to the PA Department of Public Welfare's Child Welfare Portal <https://www.compass.state.pa.us/cwis/public/home> or Google PA Child Welfare Portal.

Click on CREATE A NEW ACCOUNT that will take you to the Welcome Page.

Click NEXT.

On the next page, you will need to create a Keystone ID of 6-10 characters, such as a nickname.

Select security questions for which you are sure of the answers.

Follow instructions to continue creating your account and submit your application.

If results are immediately available, print a copy before exiting. Make sure the copy is readable and contains all the relevant information.

2. Criminal History

Go to the PATCH web site: <https://epatch.state.pa.us/Home.jsp>

Click **New Record Check (volunteers only)**

Read and agree to the terms and conditions. Follow instructions to complete the application.

The organization name is Thomas Paine Unitarian Universalist Fellowship.

3. If you have been a resident of Pennsylvania for 10 years continuously you may sign a waiver for FBI fingerprinting. If require the FBI fingerprinting you may have the fee covered by the Fellowship once they are completed. More information is available here:

http://www.pa.cogentid.com/index_dpwNew.htm

Once you receive the results of all three a copy must be made to keep at the Fellowship under lock and key. If you have clearances from a school setting you may present those.