



[Click to Return to PCA site](#)

Info for PCA Volunteers

Per Pennsylvania's Child Protective Services Law, volunteers must obtain the following certifications:

- Report of criminal history from the Pennsylvania State Police (PSP)
- Child Abuse History certification from the Department of Human Services (Child Abuse)
- Fingerprint based federal criminal history (FBI)

[Child Abuse Clearance](https://www.compass.state.pa.us/cwis/public/home) (link: <https://www.compass.state.pa.us/cwis/public/home>)

[Pennsylvania State Police Criminal Background Check](https://epatch.state.pa.us/Home.jsp) (link: <https://epatch.state.pa.us/Home.jsp>)

FBI Clearance (link: <https://uenroll.identogo.com/>)

1. VOLUNTEERS enter code "1KG6Y3"
2. Your screen should read "1KG6Y3 Pennsylvania PDE Volunteer"
3. Fill in the information on the page and click "next." Follow through with completing all of the pages.
4. On the last page, you will schedule your fingerprint appointment.
5. Payment in the amount of \$22.60 will be made at the fingerprint site by credit card, money order, or check.
6. Be sure to bring your ID with you to the fingerprint site.

Once you have obtained the certifications, they can be submitted via hard copy or scan.

Please allow enough time for the clearances to be verified prior to the date of your volunteer work is to begin.

If clearances have already been obtained for other volunteer activities, those copies may be submitted for verification. They must be less than a year old and will be valid for five years from the date of your oldest clearance.

Once obtained, clearances must be renewed every 60 months.

For more info:

Department of Education School Volunteer FAQs

<https://www.education.pa.gov/Educators/Clearances/FAQ/Pages/SVFAQ.aspx>

PA DHS "Get a Clearance"

<https://www.dhs.pa.gov/KeepKidsSafe/Clearances/Pages/default.aspx>