



PA State-Mandated Clearances for Volunteers

Procedure and Requirements

All clearances must be submitted PRIOR to volunteer service.

Volunteers who have lived in PA **continuously** for 10 years or more:

1. **Pennsylvania State Police Clearance** - <https://epatch.state.pa.us/Home.jsp>
2. **Pennsylvania Child Abuse History Clearance** - <https://www.compass.state.pa.us/cwis/public/home>
3. Certificate of Completion of the **Safe Environment/Protecting God's Children Course**
 - a. YOU MUST ATTEND A CLASS - Register online for a class at a convenient time and location for you at <https://learning.childyouthprotection.org/login/index.php>
 - b. If you attended a class prior to 2007, there is additional paperwork in the school office that refers to the technology clearance and needs to be signed.
4. Certificate of Completion of the **Safe Environment/Mandated Reporting of Child Abuse Course**
 - a. Training is online at <https://learning.childyouthprotection.org/login/index.php>
 - b. When you have completed the training, answer all questions and print the certificate.
5. **Disclosure Statement** – Two-page document for you to read and sign. Return signed statement to the school office.

All potential volunteers who have lived in PA for less than 10 years and all paid employees need to satisfy the five criteria listed above AND need a Federal Bureau of Investigation fingerprint clearance.

You can refer to the following website for a full explanation of what is required of all volunteers:

<https://childyouthprotection.org/index.php/staff-volunteers/checks-and-clearances>

| Checklist of Required Clearances Before You Can Volunteer at Mater Dei Childcare Center | | | |
|---|--------------------------|---------------|-------------------------------|
| | PA Resident for 10+ Yrs. | Paid Employee | PA Resident less than 10 Yrs. |
| Police Clearance | | | |
| Child Abuse History Clearance | | | |
| Pre-2007 Safe Environment Class with Technology Clearance ~OR~ Post 2007 Safe Environment Class | | | |
| Mandated Reporting Course | | | |
| Disclosure Statement | | | |
| Fingerprint Clearance | N/A | | |

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DISCLOSURE STATEMENT APPLICATION FOR VOLUNTEERS
Required by the Child Protective Service Law
23 Pa. C.S. Section 6344.2 (relating to volunteers having contact with children)

I swear/affirm that I am seeking a volunteer position and **AM NOT** required to obtain a clearance through the Federal Bureau of Investigation, as:

- the position I am applying for is unpaid; **and**
- I have been a resident of Pennsylvania during the entirety of the previous ten-year period.

I swear/affirm that I have not been named as a perpetrator of a founded report of child abuse within the past five (5) years as defined by the Child Protective Services Law.

I swear/affirm that I have not been convicted of any of the following crimes under Title 18 of the Pennsylvania consolidated statutes or of offenses similar in nature to those crimes 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.

| | |
|---------------------|---|
| Chapter 25 | (relating to criminal homicide) |
| Section 2702 | (relating to aggravated assault) |
| Section 2709 | (relating to stalking) |
| Section 2901 | (relating to kidnapping) |
| Section 2902 | (relating to unlawful restraint) |
| Section 3121 | (relating to rape) |
| Section 3122.1 | (relating to statutory sexual assault) |
| Section 3123 | (relating to involuntary deviate sexual intercourse) |
| Section 3124.1 | (relating to sexual assault) |
| Section 3125 | (relating to aggravated indecent assault) |
| Section 3126 | (relating to indecent assault) |
| Section 3127 | (relating to indecent exposure) |
| Section 4302 | (relating to incest) |
| Section 4303 | (relating to concealing death of child) |
| Section 4304 | (relating to endangering welfare of children) |
| Section 4305 | (relating to dealing in infant children) |
| Section 5902(b) | (relating to prostitution and related offenses) |
| Section 5903(c) (d) | (relating to obscene and other sexual material and performances) |
| Section 6301 | (relating to corruption of minors) |
| Section 6312 | (relating to sexual abuse of children), or an equivalent crime under Federal law or the law of another state. |

I have not been convicted of a felony offense under Act 64-1972 (relating to the controlled substance, drug device and cosmetic act) committed within the past five years.

I understand that I shall not be approved for service if I am named as a perpetrator of a founded report of child abuse within the past five (5) years or have been convicted of any of the crimes listed above or of offenses similar in nature to those crimes 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.

I understand that if I am arrested for or convicted of an offense that would constitute grounds for denying participation in a program, activity or service under the Child Protective Services Law as listed above, or am named as perpetrator in a founded or indicated report, I must provide the administrator or designee with written notice not later than 72 hours after the arrest, conviction or notification that I have been listed as a perpetrator in the Statewide database.

I understand that if the person responsible for employment decisions or the administrator of a program, activity or service has a reasonable belief that I was arrested or convicted for an offense that would constitute grounds for denying participation in a program, activity or service under the Child Protective Services Law, or was named as perpetrator in a founded or indicated report, or I have provided notice as required under this section, the person responsible for employment decisions or administrator of a program, activity or service shall immediately require me to submit current clearances obtained through the Department of Human Services, the Pennsylvania State Police, and the Federal Bureau of Investigation, as appropriate. The cost of clearances shall be borne by the employing entity or program, activity or service.

I understand that if I willfully fail to disclose information required above, I commit a misdemeanor of the third degree and shall be subject to discipline up to and including denial of a volunteer position.

I understand that the person responsible for employment decisions or the administrator of a program, activity or service is required to maintain a copy of my clearances.

I hereby swear/affirm that the information as set forth above is true and correct. I understand that false swearing is a misdemeanor pursuant to Section 4903 of the Crimes Code.

Name: _____ Signature: _____

Witness: _____ Signature: _____

Date: _____