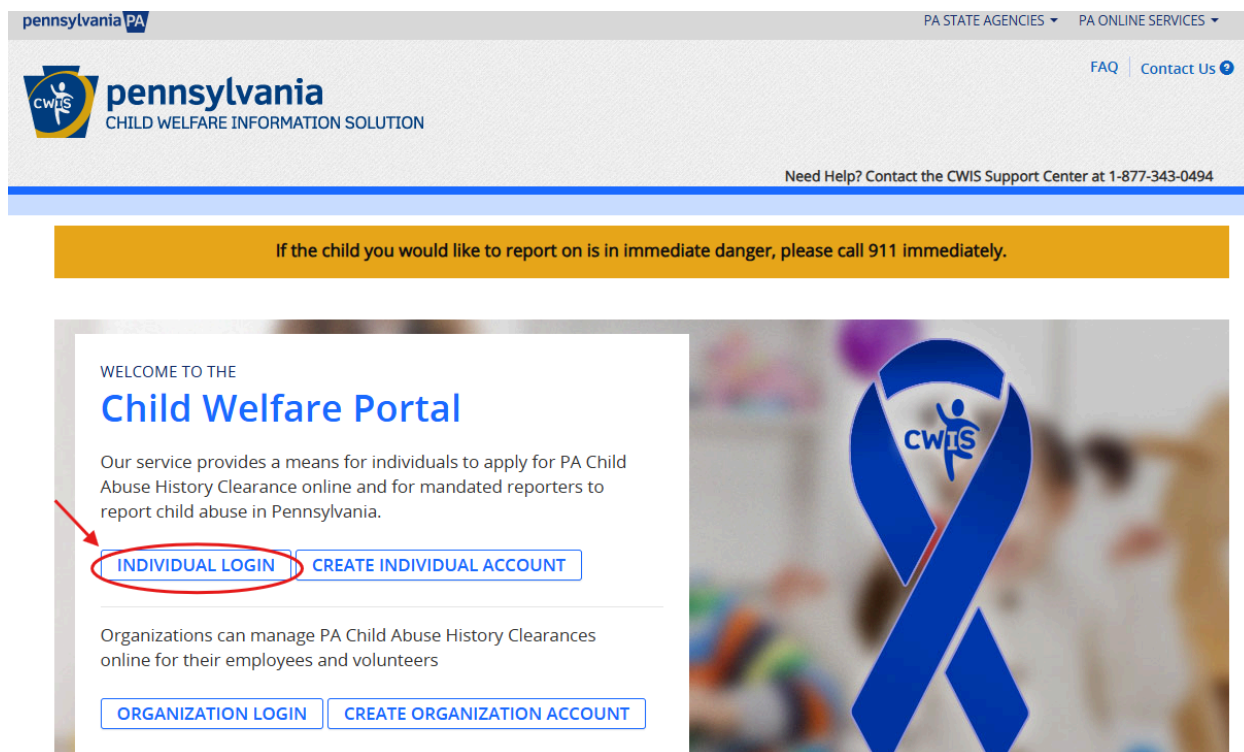


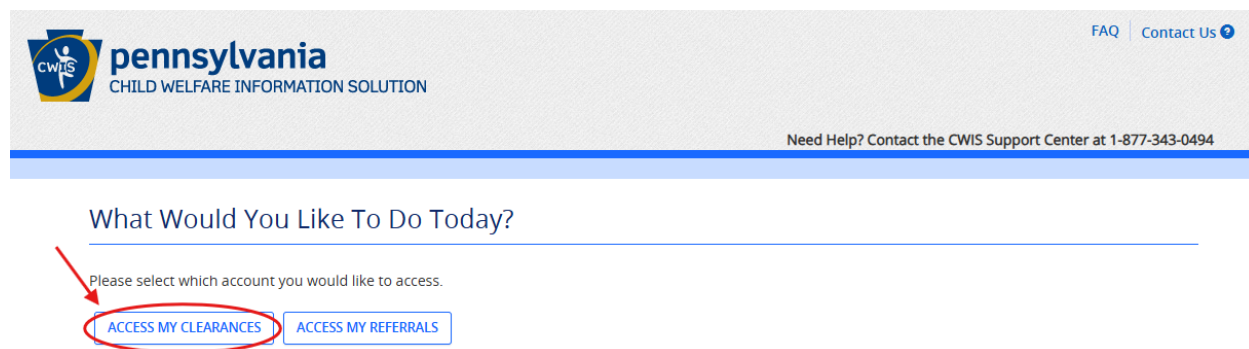
STEP ONE:

Go to www.compass.dhs.pa.gov/cwis and click on “Individual Login” for renewals. If you are a first-time user, please create an individual account.



STEP TWO:

Click on “Access My Clearances”



STEP THREE:

Scroll down, read the disclosure, and click “Continue” at the bottom

ABOUT THIS WEBSITE

This secure website is provided for individuals who want to have their **Pennsylvania Child Abuse History Clearance** processed online. The Pennsylvania Child Abuse History Clearance Check will provide the applicant information as to whether or not they are listed in the Pennsylvania statewide database as a perpetrator of child abuse.

DISCLOSURE OF PERSONAL INFORMATION

Public Disclosure

As a general rule, the Commonwealth does not disclose any personally identifiable information (PII) collected online except where you have given us permission, or where the information is public information under the Pennsylvania Right to Know Act 65 P.S. 66.1 et seq., or other applicable laws. Visitors should be aware that information collected by the Commonwealth on its websites may be subject to examination and inspection, if such information is a public record and not otherwise protected from disclosure.

Social Security Number Disclosure

You are consenting to a verification of your Social Security number through the Social Security Administration. Your Social Security number is also being sought under 23 Pa.C.S. §§ 6336(a)(1) (relating to Information in statewide central register), 6344 (relating to Information relating to prospective child care personnel), 6344.1 (relating to Information relating to family day-care home residents), and 6344.2 (relating to Information relating to other persons having contact with children). The department will use your Social Security number to search the statewide central register to determine whether you are listed as the perpetrator in an indicated or founded report of child abuse.

Providing your Social Security number may enable the Department to expedite the review of your request for a clearance certificate. If you do not provide your Social Security number additional levels of identity verification may be required by ChildLine staff, reducing the chance of automatic processing of your request.

However, please note that disclosure of your Social Security number is voluntary and therefore, if you do not consent to having your Social Security number verified or used for checking your child abuse history, we will still process your request without your Social Security number.

WARNING

You are entering a secure government website for the purpose of requesting a **Pennsylvania Child Abuse History Clearance**. By entering this site, you certify that you have read and understand the above guidelines and legislation.

Note

If your web browser prompts you to accept a security certificate, you must accept it to proceed.

WARNING!

US GOVERNMENT SYSTEM and DEPARTMENT OF HUMAN SERVICES.

Unauthorized access prohibited by Public Law 99-474 "The Computer Fraud and Abuse Act of 1986". Use of this system constitutes CONSENT TO MONITORING AT ALL TIMES and is not subject to ANY expectation of privacy.

CONTINUE ➔

STEP FOUR:

Enter your login information, or select “Forgot User ID” or “Forgot Password” and proceed.

PA pennsylvania

Keystone Key

Username

Password

LOGIN

Self-service for Citizens

Forgot User ID

Forgot Password

Edit Profile

Self-service for Commonwealth Employees

Change CWOPA Password or Hint Questions

STEP FIVE:

Once logged in, verify your account by answering the security questions or having the security code emailed to the address associated with your account

How would you like to verify your account?



Security Questions

Answer your security questions to verify your account

START



Email Security Code

Receive a security code via email address to verify your account

START

STEP SIX:

If you are renewing your clearance, click the resubmit button on the appropriate clearance, listed as either a school employee or holding a paid position (coach) and proceed with updating your information, etc.

My PA Child Abuse History Clearances

CREATE CLEARANCE APPLICATIONADD APPLICATION TO ACCOUNT

Status of Submitted Applications

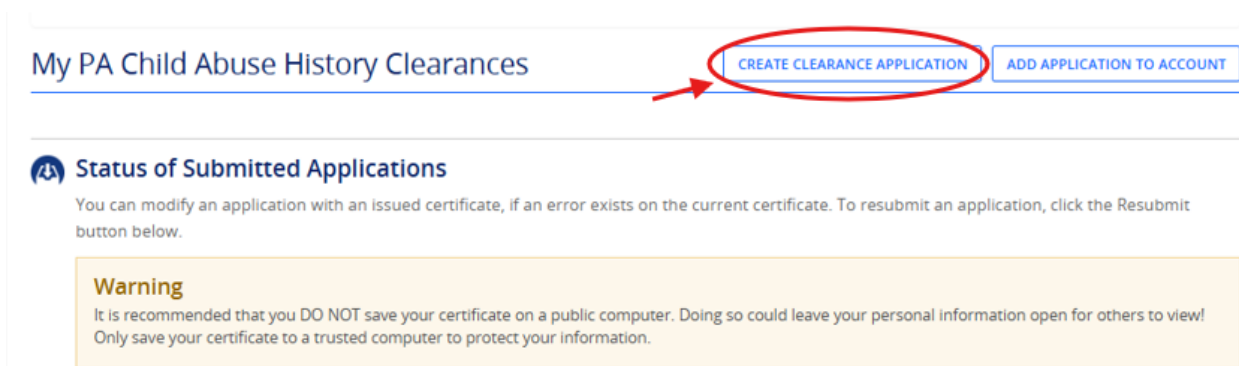
You can modify an application with an issued certificate, if an error exists on the current certificate. To resubmit an application, click the Resubmit button below.

Warning

It is recommended that you DO NOT save your certificate on a public computer. Doing so could leave your personal information open for others to view! Only save your certificate to a trusted computer to protect your information.

e-Clearance ID: 000007578445	RESUBMIT
Purpose Volunteer Having Contact with Children	Created On 10/18/2022
Your application has been processed. To view the result, click here.	
Updated On 10/21/2022	
Verified On 10/21/2022	
e-Clearance ID: 000006330660	RESUBMIT
Purpose Individual 14 years of age or older who is Applying for or Holding a Paid Position as an Employee with a Program, Activity or Service, as a Person Responsible for the Child's Welfare or having Direct Contact with Children	Created On 07/26/2021
Your application has been processed. To view the result, click here.	
Updated On 07/27/2021	
Verified On 07/27/2021	

If you are a first-time user, click “Create Clearance Application” at the top and proceed with entering your information, etc.



My PA Child Abuse History Clearances

[CREATE CLEARANCE APPLICATION](#) [ADD APPLICATION TO ACCOUNT](#)

Status of Submitted Applications

You can modify an application with an issued certificate, if an error exists on the current certificate. To resubmit an application, click the Resubmit button below.

Warning

It is recommended that you DO NOT save your certificate on a public computer. Doing so could leave your personal information open for others to view! Only save your certificate to a trusted computer to protect your information.

When prompted, please select “School Employee Governed by Public School Code” or “Individual 14 years...holding a paid position”

- ☐ Volunteer Having Contact with Children: Applying for the purpose of volunteering as an adult for an unpaid position as a volunteer with a child-care service, a school or a program, activity or service, as a person responsible for the child's welfare or having direct volunteer contact with children.
- ☐ Foster Parent: Applying for purposes of providing foster care.
- ☐ Prospective Adoptive Parent: Applying for the purpose of adoption.
- ☐ Employee of Child Care Services: Applying for the purposes of child-care services in the following: Child day-care centers; group day-care homes; family child-care homes; boarding homes for children; juvenile detention center services or other programs for delinquent or dependent children; mental health services for children; services for children with intellectual disabilities; early intervention services for children; drug and alcohol services for children; and day-care services or other programs that are offered by a school.
- ☒ School Employee Governed by Public School Code: Applying as a school employee who is required to obtain background checks pursuant to Section 111 of the Public School Code.
- ☐ School Employee Not Governed by Public School Code: Applying as a school employee not governed by Section 111 of the Public School Code.
- ☐ Self-employed provider of child-care services in a family child-care home: Applying for the purpose of providing child-care services in one's home (other than the child's own home) at any one time to four, five or six children who are not relatives of the caregiver.
- ☒ Individual 14 years of age or older who is applying for or holding a paid position as an employee with a program, activity or service, as a person responsible for the child's welfare or having direct contact with children: Applying

STEP EIGHT:

Follow the prompts and complete the entire application. You will receive a confirmation with a successful submission.

Submission Confirmation

Success.

Your application (e-Clearance ID: 000000008345) has been successfully submitted!

Next Steps

Thank you for your submission. Please check your email for a confirmation notification that you may save for your own record. For confirmation, contact ChildLine and Abuse Registry's Child Abuse History Clearance Unit at 1-877-371-5422.

You may view or check the status of your application from your PA Child Abuse History Clearance Account at any time. Once you will receive a notification via email to log in to your account and view the outcome/result of the application.

You can also log into your account at any time from the Child Welfare Portal homepage.

Now that you have submitted your application, what would you like to do?

[LOG OUT](#)[GO TO PA CHILD ABUSE HISTORY CLEARANCE ACCOUNT](#)[SUBMIT ANOTHER CLEARANCE APPLICATION](#)

STEP NINE:

Once your application has processed, log back into your account and click the link to view the result. Print and send a copy to the Central office.

e-Clearance ID: 000006330660

[RESUBMIT](#)

Purpose Individual 14 years of age or older who is Applying for or Holding a Paid Position as an Employee with a Program, Activity or Service, as a Person Responsible for the Child's Welfare or having Direct Contact with Children

Created On 07/26/2021

Updated On 07/27/2021

Your application has been processed. [To view the result, click here.](#)

Verified On 07/27/2021



**PENNSYLVANIA CHILD ABUSE
HISTORY CERTIFICATION**

Name
Address

CERTIFICATION ID:

CERTIFICATION PURPOSE: EMPLOYMENT

VERIFICATION DATE: 2/3/2023

SOCIAL SECURITY #:

DATE OF BIRTH:

The above named person has applied for a Pennsylvania Child Abuse History Certification pursuant to 23 Pa. C.S., Chapter 63 related to the Child Protective Services Law. NO RECORDS EXIST in the Pennsylvania Department of Human Services' Statewide database listing _____ as a perpetrator of an Indicated or Founded report of child abuse.

Applicants are required to show the Administrator the results of their Child Abuse History Certification. Administrators are required to keep a copy of this Child Abuse History Certification on file. Any person altering the contents of this document may be subject to civil, criminal or administrative action.

ISSUED BY Commonwealth of Pennsylvania
Department of Human Services
CHILDLINE AND ABUSE REGISTRY
ChildLine Verification Unit
P.O. Box 8170
Harrisburg, PA 17105-8170
1-877-371-5422

ANY ALTERATION OR ERASURE VOIDS THIS DOCUMENT