

ST. STANISLAUS PARISH

ARCHDIOCESE OF PHILADELPHIA

CLEARANCE RENEWALS FOR VOLUNTEERS

Must be renewed every 5 years

1. Disclosure Statement **OR** Federal Bureau of Investigation Fingerprint Clearance
 - a. If you have been a resident of Pennsylvania for 10 continuous years, you must fill out and sign the attached [Disclosure Statement Application for Volunteers](#)
 - i. The Disclosure must be signed by a witness over 18 years of age.
 - ii. Minors must have parent/guardian sign as a witness.
 - b. If you have NOT been a resident of Pennsylvania for 10 continuous years you must obtain Federal Bureau of Investigation Fingerprint Clearance
 - i. Please contact [Safe Environment](#) coordinator at ststansse@gmail.com for directions.
2. Pennsylvania State Police Clearance
 - a. Can be obtained online at <https://epatch.state.pa.us> with results available within a few minutes.
3. Pennsylvania Child Abuse History Clearance
 - a. Can be renewed online at <https://www.compass.state.pa.us/cwis/public/home>.
 - i. The applicant must not have received a background certification free of charge within the previous 57 months.
 - b. Follow the above link to the Compass website
 - i. If you know your login ID, use the “Individual” login tab. If you no longer know your login (called “Keystone”) ID, use “Create Individual Account” and you will need to refill the application (note that the ‘Keystone ID’ is the ID that you create and should be kept on file for easier future renewals).
 - ii. When asked if you were given a payment code, click “no” and it will ask to verify that you are renewing a clearance for a volunteer.
 - c. Results will be sent to you within a few days.

Copies of each clearance can be dropped off or mailed to the Parish Center to the attention of Safe Environment Coordinator, or emailed to the [Safe Environment](#) coordinator at ststansse@gmail.com.