

# ATTENTION VOLUNTEERS

*Archdiocesan policy requires all church personnel to obtain background checks. Volunteers who may have any possible contact with children must also obtain background checks. All background checks and clearances must be obtained prior to beginning work/service.*

## PA State Police Criminal Background Check

*Good for FIVE years*

<https://epatch.state.pa.us/Home.jsp>

## PA Child Abuse Clearance

*Good for FIVE years*

[www.compass.state.pa.us/cwis/public/home](http://www.compass.state.pa.us/cwis/public/home)

*As of July 15, 2015 the Child Abuse & Criminal Clearances are FREE for all volunteers.*

## Federal Criminal History Record (FBI Fingerprints)

*If you have lived in Pennsylvania LESS than 10 years, you must get your fingerprints done.*

<http://www.pa.cogentid.com/index.htm>

*If you have lived in Pennsylvania for the past 10 years, you must sign a disclosure statement.*

<http://Childyouthprotection.org/docs/disclosure%20statement%20volunteers.pdf>

## Attendance at “Protecting God’s Children - Awareness Sessions for Adults”

*Upcoming training sessions are listed here:*

[https://www.virtusonline.org/virtus/reg\\_list.cfm?theme=0](https://www.virtusonline.org/virtus/reg_list.cfm?theme=0)

## Signed “Standards for Ministerial Behavior” Acknowledgement Form

*Acknowledgement form given to you at training session.*

### Technology Addendum Training

*This is included in “Protecting God’s Children” after 7/1/11. If you took this class prior to 7/1/11, you must read the Addendum Brochure and let Mrs. Romano know that you have read it. Mrs. Romano will send you a form to sign and return to her so that it can be placed in your file.*

[http://childyouthprotection.org/docs/3.2B Addendum to Standards.pdf](http://childyouthprotection.org/docs/3.2B%20Addendum%20to%20Standards.pdf)

### Mandated Reporter Training

*This Training was updated as of 2/25/2015 - if your certificate is dated prior to 2/25/2015, you must take the updated training course at:*

<http://childyouthprotection.org>

*Click on “Staff & Volunteers”*

*Click on “Required Training”*

### PA Omnibus Act 24 Form

*You must sign an “Arrest/Conviction Report and Certification” form.*

[www.education.pa.gov/documents/teachers-administrators/background%20checks/arrest%20or%20conviction%20form.pdf](http://www.education.pa.gov/documents/teachers-administrators/background%20checks/arrest%20or%20conviction%20form.pdf)

**ALL NECESSARY FORMS ARE INCLUDED ON THIS WEB PAGE.**

*You will be considered “inactive” in service to the youth of our parish and you will NOT be permitted to return until your documentation is received. As soon as the requirements are completed, you may resume your ministry to the children of our parish.*

*We appreciate all that you do. Thank you for your cooperation in gathering this information.*

*If you have any questions, please call  
Mrs. Marie Romano at  
610-363-6530 x 152.*