



## **Pennsylvania State Police Criminal Record Checks for Employment (SPA-164) or Volunteers (SPA-164A)**

There are two methods of requesting a Pennsylvania Criminal record.

- Online Request
  - The Pennsylvania State Police have established a web-based computer application called "[Pennsylvania Access To Criminal History,](#)" (PATCH). Results are received immediately when applied for online.
  - <https://epatch.state.pa.us/Home.jsp>

If you have questions about the Pennsylvania State Police Request for Criminal Record Checks form for employment (SP4 164) please call: (717) 783-9973 or toll free 1-888-783-7972.

## **Child Abuse History Clearance**

<https://www.compass.state.pa.us/cwis/public/home>

Our service provides a means for individuals to apply for PA Child Abuse History Clearance online and for mandated reporters to report child abuse in Pennsylvania. You must create an account and register to get your clearances. You must pay a \$13.00 fee using a credit or debit card online.

## FBI Clearances

### FBI Fingerprinting

#### Fingerprinting Process

• Appointments to be fingerprinted are not required, but **pre-registration** is required either online or by phone.

To register online, please go to [www.identogo.com](http://www.identogo.com); by telephone please call 1-844-321-2101 and listen to the options menu.

• When you or your employee or volunteer register, the employer will have to provide a service code. (See below)

1KG756	<a href="#">Employee ≥14 Years Contact w/ Children</a>	An employee age 14 or older who would not fall under the child care services/program employee or contractor definition, and who has care, supervision, guidance or control of children or routine interaction with children.
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#### Payment Process

Employees or volunteers are required to pay for fingerprinting at the time of service. For more information please go to <http://www.keepkidssafe.pa.gov/>