

Volunteer Clearance Instructions

Below is information regarding obtaining clearances to volunteer at Domestic Violence Services of Lancaster. The information below includes where to obtain and the steps needed to do so.

Required Clearances:

PA Child Abuse History Clearance:

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

- Choose 'CREATE INDIVIDUAL ACCOUNT'
- You will be asked to create a keystone user name/ID and a password
- Then choose Volunteer from the list of options
- This clearance is free for volunteers

PA State Criminal History (PATCH):

<https://epatch.pa.gov/home>

- Choose 'NEW VOLUNTEER RECORD CHECK'
- Choose the option for Volunteers
- This is a free report for volunteers

Federal Criminal History Report (FBI):

<https://uenroll.identogo.com/>

- Enter "1KG6ZJ" into the white box at the top of the page under "Enter your Service Code to get started", and then select "GO"
- Select "Schedule or Manage Appointment" and follow the instructions to book an appointment.
- You may use whatever fingerprinting location is convenient for use.
- Be sure to take identification and payment receipt with you to your appointment.
- Fee for FBI Clearance is \$23.25

Please return all of your clearances to the office of Community Outreach and Volunteer Coordination. Send it via email or mail to P.O. Box 359, Lancaster PA 17608