

Pennsylvania School Law requires that all applicants for employment in public and private schools, employees of independent contractors seeking business with public and private schools, and student teacher candidates undergo background checks if they will have direct contact with students. EPS requires ALL clearances to be less than 1 year old upon initial hiring.

The following three background checks are required:

- Pennsylvania State Police Request for Criminal Records Check
- Department of Human Services Child Abuse History Clearance
- Federal Criminal History Record Information—FBI Fingerprint (CHRI)

1. Act 34: Pennsylvania Criminal History

To be provided by the applicant and reviewed by the school (or higher education administrator) prior to the applicant working in a position in which he will have direct contact with children.

[Pennsylvania Access To Criminal History - Home \(pa.gov\)](#)

2. Pennsylvania Child Abuse History Clearance

To be provided by the applicant and reviewed by the school (or higher education administrator) prior to the applicant working in a position in which he will have direct contact with children.

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

3. Federal Criminal History Record Information (CHRI)

The fingerprint-based background check is a multiple-step process, as follows:

- Registration - The applicant must register prior to going to the fingerprint site at <https://uenroll.identogo.com>.
Use Service Code: 1KG6XN
- Select "Schedule or Manage Appointment". Complete the application.
- Proceed to fingerprint location with acceptable identification. (See Identogo website for the list of acceptable documents).
- **Provide UEID number to Erie's Public Schools.**

4. Mandated Reporter Training: www.reportabusepa.pitt.edu Cost: \$0

Additional information can be found at <https://www.education.pa.gov/Educators/Clearances>