**Background Check Requirements**

**Inspire Lancaster**

-Any person who interacts with minors in schools, must fulfill the requirements for the state of Pennsylvania’s Child Protection Laws.

-Below are***three***requirements, which must be completed every***five*** years to ensure the safety of minors you will be in presence with at school.

-You may submit a copy of your current clearances as long as they are less than 5 years old.

**1. PA Child Abuse History Certification** *(no cost)*

* *Apply for electronic certification*[*here*](https://www.compass.state.pa.us/cwis)

**2. PA State Criminal Background Clearance** *(no cost)*

* *Submit application*[*here*](https://epatch.state.pa.us/Home.jsp)

**3. FBI Clearance** *(Please read which option you need to complete based on years of PA residency.)*

* *The FBI Clearance instructions are on the other attachment.*
* *NOTE: If you have lived outside of PA within the last 10 years, the FBI fingerprinting clearance application must be completed for a fee.*

-Once you have completed your background check clearances, please either scan or email copies to:

Juliane Flood

[Juliane@InspireLancaster.org](mailto:Juliane@InspireLancaster.org)

-You may also mail copies to:

Attention: Juliane Flood, Inspire Lancaster

115 East King Street

Lancaster, PA 17602