## PA Child Abuse History Clearance - Department of Human Services (April)

Start Date: April 1 Due Date: April 30

- Between April 1 April 30, go to the <u>Compass website</u> (<u>https://www.compass.state.pa.us/cwis/Public/Home</u>)
- Create an individual account
- For Keystone ID, make up a unique user ID
- When you receive a confirmation email with a temporary password, log in, set up a permanent password
- Complete the online application, this service is now free.
- For "Application Purpose," choose "Volunteer Having Contact with Children"
- For "Volunteer Category," choose "Other"
- For "Agency Name," type "Arcadia University"
- Complete other information and submit
- Provide the submission date in Exxat
- Upload your official Dept. of Human Services Child Abuse Clearance Results in

Exxat