

Directions for the Three Clearances Needed for Enrollment

1. PA State Police Criminal Record Check

<https://epatch.state.pa.us/Home.jsp>

Click on Submit a “New Record Check (requires a credit card)”

Click “Accept” (for Terms and Conditions)

Fill out the required information (Reason for Request – choose: Other)

Please note your: Control Number, your name as you entered it, and the date of request

After this is completed and processed

Click on “Check the Status of a Record Check”

Enter the required information, click Search, click on the Control Number, then Certificate Form, and print the Response for Criminal Record Check and provide us a copy

2. PA Child Abuse History Clearance

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

Click “Create Individual Account” (follow prompts)

After this is completed and processed, log into your account and click “To view the result, click here” and provide us a copy of your results

3. FBI FINGERPRINTING

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

Enter code: 1KG8RJ - Pennsylvania PA Dept. of Aging Applicant Click Go

Schedule or Manage Appointment – enter required information – make an appointment for fingerprinting

Facility ID – 13652 or School-Students doing Clinical & Lebanon

Position – Students/Trainees

Position Applied for – Nursing Student

After this is completed, provide Practical Nursing with your form that will be mailed to you.