

**MIFFLIN COUNTY SCHOOL DISTRICT**  
**INSTRUCTIONS FOR OBTAINING CLEARANCES**  
**CURRENT & NEW EMPLOYEES**



CLEARANCE	INSTRUCTIONS	LINK
<p style="text-align: center;"><b><u>ACT 34</u></b>  <b>PA CRIMINAL HISTORY</b></p>	<p>This clearance can be completed online.</p>	<p style="text-align: center;"><a href="https://epatch.pa.gov/home">https://epatch.pa.gov/home</a></p>
<p style="text-align: center;"><b><u>ACT 151</u></b>  <b>CHILD ABUSE CLEARANCE</b></p>	<p>This clearance can be completed online.</p> <p>Creating an account and submitting your clearance application online will give you immediate access to your results or the status of your results if your results cannot be processed immediately.</p> <p>A same-day clearance can be obtained at the Verification Unit in Harrisburg. You may obtain directions for this method by calling 717-783-6211.</p>	<p style="text-align: center;"><a href="https://www.compass.state.pa.us/cwis">https://www.compass.state.pa.us/cwis</a></p>
<p style="text-align: center;"><b><u>ACT 114</u></b>  <b>FBI FINGERPRINT CLEARANCE</b></p>	<p style="text-align: center;"><b>Service Code: 1KG6XN</b></p> <p>You must register for an appointment to complete this clearance. Follow the link and click on "Schedule or Manage Appointment" to set up an appointment.</p> <p>If you are obtaining a fingerprint clearance for a <u>volunteer</u> position, you may use the code <b>1KG6ZJ</b>.</p> <p><b>**Please note that this service code is <u>only</u> for volunteer positions.**</b></p>	<p style="text-align: center;"><a href="https://uenroll.identogo.com">https://uenroll.identogo.com</a></p>

**Guidelines:** Employees must obtain updated clearances every 5 years from the initial date of the clearance.

**Example:** If the completion date on the Act 34 clearance states 04/01/2024, the new clearance must be obtained on or before 04/01/2029.

**EMPLOYEES ARE RESPONSIBLE FOR ALL COSTS ASSOCIATED WITH OBTAINING CLEARANCES.**