

Child Abuse History Clearance Instructions

For your **Child Abuse History** clearance paperwork:

- Information on how to complete this process can be found at:
<https://www.compass.state.pa.us/cwis/public/home>
- Create an individual account.
- Enter all information required to create the account.
- Log into your account.
- Select “Access Clearance”
- Select “Create Clearance Application”
- Under “Application Purpose”, select the 8th option
(Individual 14 years of age or older...)
- **The final step, “Application Payment”, you will provide payment**

***Keep your receipts. If you are hired you will need to provide a copy of your clearance and your actual receipt in order to be reimbursed.