

MARLEY'S MISSION, INC.

PA CHILD ABUSE HISTORY CLEARANCE

PROCEDURE:

(Note: This clearance **cannot** be done online; you must mail form to Childline and Abuse Registry. Payments must be in the form of a money order or company check. They **do not accept personal checks.**)

1. First complete the **PA State Police Request for Criminal Record**. ([Click here](#) to download this request.) Use the following link to pay on-line. The report will be mailed within 1-2 weeks. Once you receive this, include a copy of this clearance with the PA Child Abuse History Clearance application form (see Step 2).
2. Download, print, and complete the form for a **PA Child Abuse History Clearance** ([Click here](#) to download this form.)
3. Enclose money order (or business check) in the amount of \$10.00.
4. Mail to the most current address provided on form.
5. Form will be returned in the mail around 14 days after receipt from PA Department of Public Welfare.
6. Once clearance is received, provide a copy to the Program Director.