

**Presbytery of Philadelphia: Summary of Requirements
New Pennsylvania Child Protection Policy**

As of January 1, 2016

Extensive Background Checks: Effective December 31, 2014, Pennsylvania law states that all Pennsylvania employers are required to obtain, for all employees and volunteers 14 years-old and older working in direct contact with children and/or youth, extensive Criminal Background checks both before hire and every 36 months after that. The following steps are required for compliance:

1. **Criminal History Record obtained from the PA State Police(\$10)***
 - a. Download Form: http://www.dhs.state.pa.us/cs/groups/webcontent/documents/forms/s_001769.pdf
 - b. Complete Online: <https://epatch.state.pa.us/Home.jsp>
2. Child Abuse History Clearance through PA Department of Human Services (\$10)*
<http://www.dhs.state.pa.us/findaform/childabusehistoryclearanceforms/index.htm>
3. Federal Criminal History Record obtained by submission to FBI through CogentID (\$25.75 fee)
https://www.pa.cogentid.com/index_dpwNew.htm (click “registration procedures”)
4. All EXISTING mandated reporters (see definition below) are required to participate in a 3 hour Mandated Reporter Training by June 2015. Online training can be done at either <https://www.reportabusepa.pitt.edu> OR http://www.pa-fsa.org/mandated_reporters/about_mandated_reporters.aspx (\$30)

*As of July 25, 2015, fees will be waived for volunteers required to obtain criminal history records and child abuse history clearances; fees for paid employees for both #1 and #2 will be reduced to \$8. Read more:

http://www.governor.pa.gov/Pages/Pressroom_details.aspx?newsid=1693#.VYQvWs6ppFK

Who is a Mandated Reporter?: According to our denominational governance (G-4.0302), all clergy members and other religious leaders are considered mandated reporters. According to the new PA law, mandated reporters also include the following individuals. The categories most directly related to the ministries of our congregations are in **bold**.

- A person licensed or certified to practice in any health-related field under the jurisdiction of the Department of State.
- A medical examiner, coroner or funeral director.
- An employee of a health care facility or provider licensed by the Department of Health, who is engaged in the admission, examination, care or treatment of individuals.
- A school employee.
- **An employee of a child-care service who has direct contact with children in the course of employment.**
- **A clergyman, priest, rabbi, minister, Christian Science practitioner, religious healer or spiritual leader of any regularly established church or other religious organization.**
- **An individual paid or unpaid, who, on the basis of the individual's role as an integral part of a regularly scheduled program, activity or service, accepts responsibility for a child.**
- An employee of a social services agency who has direct contact with children in the course of employment.
- A peace officer or law enforcement official.
- An emergency medical services provider certified by the Department of Health.
- An employee of a public library who has direct contact with children in the course of employment.
- **An individual supervised or managed by a person listed above, who has direct contact with children in the course of employment.**
- **An independent contractor who has direct contact with children.**
- **An attorney affiliated with an agency, institution, organization or other entity, including a school or regularly established religious organization that is responsible for the care, supervision, guidance or control of children.**
- A foster parent.

Additional Information: For more information, the Frequently Asked Questions on [Keep Kids Safe PA](http://keepkidssafe.pa.gov/) can be helpful.

<http://keepkidssafe.pa.gov/>