

Instructions for obtaining clearances.

In order to comply with the motion passed at the January 2005 Presbytery meeting that all person's presently in pastoral leadership in Redstone and those entering Redstone obtain Act 33 and Act 34 Clearances. The Social Concerns Committee has put together some information on obtaining the clearances.

The *Request for Criminal Records Check (PA ACT 34)* is available on-line through the Pennsylvania State Police website:

WWW.PSP.STATE.PA.US

This is an instantaneous search. The cost is \$10.00 and is billable to a credit card.

The criminal record check can also be done through the mail. A copy of the form is attached. You may make as many blank copies of this form as needed. Fill out the form as instructed and mail it along with a money order or certified check for \$10 made out to

COMMONWEALTH OF PENNSYLVANIA

Mail the completed form along with the money order/cert. check to

**Pennsylvania State Police
Central Repository – 164
1800 Elmerton Ave.
Harrisburg, PA 17110-9758**

Criminal Records checks must be done first. You must attach a copy of the processed record check to the request for the child abuse history.

The *Request for PA Child Abuse History Clearance (PA ACT 33)* is only available through the mail. A copy of the form is attached. You may make as many blank copies as you need. When filling out the form check "Volunteers" as the purpose of the search. You must send a money order or certified check for \$10 along with the completed form and a copy of your processed criminal records check.

Mail the completed forms along with the certified check/money order to

**Childline and Abuse Registry
Department of Public Welfare
P O Box 8170
Harrisburg, PA17105-8170**

As persons in *Pastoral Leadership* receive their clearances they are asked to send a copy to the Presbytery Office attention: Stated Clerk. The original should remain with the individual.

**Presbytery of Redstone
1004 Mount Pleasant Road
Greensburg, Pa 15670**

Attention: Stated Clerk