PA CRIMINAL HISTORY REPORT: NO FEE

1. Go to https://epatch.state.pa.us/
2. Click **New Record Check**

New Record Check (Volunteers only)

3. Scroll to bottom of page, check the check box, and click accept
4. Enter requested information
5. Verify information and click proceed
    a. Fill in information for background check **(SSN IS REQUIRED)**
7. Alias's must have both first and last name
8. Click enter this request
9. Click **Finished** at the bottom of the page
10. On next page click submit
11. Click on the "Control Number"

> **Volunteer Organization:**
> Living Word Community Church
> **Organization Telephone Number:**
> 717-755-0089

Pennsylvania Access To Crimino
Commissioner, Pennsylvania State Police

Home	Record Check

Record Check Request Results

The results of your background check requests are displayed below. This page will au and update the status of your record checks. **Please wait until processing has fin background check.** Once processing is complete, click on the Control Number hype specific record check.

Record Check Requests

Control #	Subject Name	Date of Request
R13576837		04/03/2015 12:00 AM

One item found.

13. **PRINT THIS PAGE for your records!**
14a. If present, click on "Certification Form" in the middle of the page
    - Print Certificate

> You may need to skip to step 14b!

Control #R13096964

Requested by

Subject Name:	
Alias/Maiden Name 1:	
Race:	
Sex:	F
Date of Birth:	
Social Security #:	
Reason for Request:	Volunteer

Status: No Record
Request Date: 12/22/2014 01:42 PM
Last Update Date: 12/22/2014 01:44 PM
Fee: $10.00
Payment Method: Credit Card
Invoice #: R13096964

Certification Form

14b. If "Certification Form" is **NOT** present, that is okay, it indicates that your results are pending. Results take 2-4 weeks to be reviewed and have an updated status.
    - To obtain results, **start at step 1**, but click on "**Check the status of a record Check**".
    - Enter control number and requested information.
    - Then follow step 14a and print certificate.

See back for sample report

Pennsylvania State Police

1800 Elmerton Avenue
Harrisburg, Pennsylvania 17110

Response for Criminal Record Check

THE CERTIFICATE IS ONLY VALID FOR VOLUNTEER PURPOSES. THE PENNSYLVANIA STATE POLICE DOES NOT AUTHORIZE THIS FORM FOR ANY OTHER USE

TELEPHONE

TO WHOM IT MAY CONCERN:

THE PENNSYLVANIA STATE POLICE DOES HEREBY CERTIFY THAT:

Name:
Date of Birth:
Social Security #:
Sex:
Race:
Date of Request: 07/31/2015 11:00 AM
Purpose of Request: Volunteer

Maiden Name and/or Alias (1)   (2)
                    (3)   (4)

*** HAS NO CRIMINAL RECORD IN PENNSYLVANIA BASED ON A CHECK BASED ON THE ABOVE IDENTIFIERS - REFER TO CONTROL # ***

THE RESPONSE IS BASED ON A COMPARISON OF DATA PROVIDED BY THE REQUESTER AGAINST INFORMATION CONTAINED IN THE FILES OF THE PENNSYLVANIA STATE POLICE CENTRAL REPOSITORY ONLY. PLEASE CONFIRM IDENTIFIERS PROVIDED. POSITIVE IDENTIFICATION CANNOT BE MADE WITHOUT FINGERPRINTS. THE PENNSYLVANIA STATE POLICE RESPONSE DOES NOT PRECLUDE THE EXISTENCE OF CRIMINAL RECORDS WHICH MIGHT BE CONTAINED IN THE REPOSITORIES OF OTHER LOCAL, STATE, OR FEDERAL CRIMINAL JUSTICE AGENCIES.

THE INFORMATION ON THIS CERTIFICATION FORM CAN BE VALIDATED BY ACCESSING THE PENNSYLVANIA ACCESS TO CRIMINAL HISTORY (PATCH) RECORD CHECK STATUS SCREEN (https://epatch.state.pa.us/RCStatusSearch.jsp) AND SUBMITTING A STATUS CHECK REQUEST THAT CONTAINS THE FOLLOWING: SUBJECT'S NAME (EXACTLY AS INITIALLY ENTERED), CONTROL NUMBER AND DATE OF REQUEST. PATCH WILL FIND AND DISPLAY THE CORRESPONDING RECORD CHECK REQUEST. DETAILS ON THE REQUEST CAN BE VIEWED BY CLICKING ON THE CONTROL NUMBER. YOU WILL BE ABLE TO VERIFY IF THIS RECORD WAS SENT OUT AS A NO RECORD OR RECORD RESPONSE BY THE PENNSYLVANIA STATE POLICE.

QUESTIONS CONCERNING THIS CRIMINAL RECORD CHECK SHOULD BE DIRECTED TO THE PATCH HELP LINE TOLL FREE AT 1-888-QUERY-PA (1-888-783-7972).

Certified by:

[signature]

Lieutenant Kevin J. Doskiewicz, Director
Criminal Records and Identification Division

DISSEMINATED BY: SYSTEM
07/31/2015 11:01 AM