



pennsylvania
DEPARTMENT OF HUMAN SERVICES

EXAMPLE



SSN:
TCN:

Your Federal Bureau of Investigation (FBI) fingerprint based record check has been processed in accordance with Public Law 92-544 and the Child Protective Services Law (Title 23, Pa C.S. Chapter 63). The following is the result of your federal criminal history background check as of 05/21/2015.

- NO RECORD EXISTS**
- RECORD EXISTS**, but conviction(s) **does not prohibit hire** in a childcare position according to the Child Protective Services Law.
- RECORD EXISTS**, but no conviction(s) is shown. This **does not prohibit hire** in a childcare position according to the Child Protective Services Law.
- DISQUALIFICATION** — Record exists and contains a conviction(s) that is grounds for denying employment in a childcare position according to the Child Protective Services Law.

If you are questioning the accuracy of this response, please submit court documents to support your position. You may request a copy of your record from one year following receipt of verification by making a written request to the address listed above. Applicants are encouraged to provide this verification to the prospective employer immediately upon receipt.

Sincerely,

Cindi E. Horshaw, Acting Bureau Director
Bureau of Policy, Programs and Operations