

PENNSYLVANIA SEX REGISTRY CHECK

(Pennsylvania's Megan's Law, 42 Pa.C.S/9799.32(1), requires the State Police to create and maintain a registry of persons who reside, or is transient, work/carry on a vocation, or attend school in the Commonwealth and who have either been convicted of, entered a plea of guilty to, or have been adjudicated delinquent of Certain Sexual Offenses. The Pennsylvania State Police has established this website to provide timely information to the public on registered sexual offenders who reside, or are transient, attend school, or are employed/carry on a vocation, within this Commonwealth.)

Here are the steps to obtain a Pennsylvania Sex Registry Check:

1. Log into: <https://www.pameganslaw.state.pa.us/>
2. Click on ACCEPT
3. Second black bar at top: click on "Megan's Law Search"
4. Choose "Name"
5. Enter first and last name; click on soundex button
6. Click "Submit"
7. A: If there is nothing known about the person entered a screen will appear saying "**NO RESULTS FOUND FOR THE SELECTED SEARCH CRITERIA**".
B: If the person DOES APPEAR on the Sex Offender Registry, contact your Licensing Specialist so that a review can be done to determine eligibility for employment/residency.
8. Print out this screen – This page will be used as proof of your Pennsylvania Sex Registry Search
9. Keep a copy in the file.
10. There is no charge for this search, so no need for invoicing this process.

NOTE: IF THE PERSON LIVES IN PA OR HAS RESIDED IN PA IN THE LAST 5 YEARS, A MEGAN'S LAW SEARCH MUST BE DONE.

PLEASE DIRECT ANY QUESTIONS TO YOUR LICENSING SPECIALIST OR SUPERVISOR. IF HE/SHE CAN NOT ANSWER YOUR QUESTION, HE/SHE WILL GET BACK WITH YOU WITH THE ANSWER.

Samples are included

SAMPLE SCREEN SHOT OF
PENNSYLVANIA SEX OFFENDER REGISTRY
"CLEAN" BACKGROUND CHECK

Name Search

To search for offenders by *name*:

- You may enter *First Name, Last Name, or both.*

First Name:

Last Name:

Include Incarcerated
Offenders:

Soundex (Includes
offenders with similar-
sounding names):

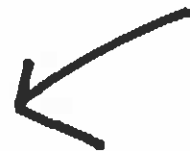
Submit

SAMPLE

Notes:

- You may use a Soundex search to search on names that sound similar.
- Name Search will search on the primary name as well as the offender's reported aliases.

No results found for the selected search criteria.



SAMPLE SCREEN SHOT OF
PENNSYLVANIA SEX OFFENDER REGISTRY
"OFFENDER" BACKGROUND CHECK

Physical Description	Addresses	Vehicles
Offenses	Aliases	Photographs

Offender Type
 Registration Start
 Last Updated
 Primary Offense

Return to Search Results
 View Report
 Submit A Tip
 Track This Offender

Physical Description

Birth Year	Gender	Race	Height	Weight	Eye Color	Hair Color
	Male	White	5' 6"	130	Brown	Brown

Scars, Marks & Tattoos

Type	Location	Description

PENNSYLVANIA CRIMINAL BACKGROUND CHECK

(FINGERPRINTING IS NOT NEEDED FOR THE PENNSYLVANIA CRIMINAL BACKGROUND CHECK)

Here are the steps to obtain a Pennsylvania Criminal Background Check Certification and Receipt.

1. Log into: epatch.state.pa.us
2. Click on : "Submit a New Record"
3. At bottom of this page, click on "Accept"
4. A. If an INDIVIDUAL is paying: click on "Individual"
- B. If a FACILITY is paying: click on "organization"
5. Reason for Request : Choose "Other" from the drop down box
Complete the boxes accurately
Click on "Next"
6. Record your facility information – record the EXACT NAME USED, click on "PROCEED"
7. Complete the "Record Check Request Form" for ALL persons living in Pennsylvania NOW OR WITHIN THE LAST FIVE YEARS. Have their personal identification information ready to avoid being timed out of the system. (FULL NAME SNN DOB)
 - A. Enter each person's information –(If they have another name/maiden name complete the boxes for "Aliases/Maiden Name" — then click on "Enter this Request
 - B. When all people requiring PA criminal background checks are entered:
click on "FINISHED" (DO ALL PA REQUESTS BEFORE YOU HIT FINISHE)
8. Double check all names for correct Full Name, SSN, DOB — CLICK ON "SUBMIT"
9. Click on: "Check Out"
10. Enter Credit Card Information (((No other payment method is used)))
11. Record/print the CONTROL NUMBER when payment is made
12. After payment is made, LOG BACK into epatch.state.pa.us
13. In the middle of the top bar – Select: "Record Check"
14. Select: "Check Status"
Enter all information EXACTLY as it was entered into the request form
15. Click on: "Search"
16. Click on : "Control Number" at bottom left of the chart
17. Click on "CERTIFICATION FORM" – (This is the form which is to be sent to your specialist – print it out for the person's file AND send it to your specialist through email, fax, or postal service. It does not need to be an original or notarized copy)
18. Click on the "back" buton at top of page to go back to the "Record Check Details"
19. Click on : "Invoice Number" – ((This is the receipt needed for payment – It will be sent with all other receipts to OCC in Baltimore for reimbursement))

NOTE: MAKE SURE THAT THERE IS A RECEIPT FOR EACH PERSON ON THE INVOICE SHEET TO BE SENT TO BALTIMORE — IF THE NAME AND RECEIPT DO NOT MATCH, THERE WILL BE NO REIMBURSEMENT FOR THAT INDIVIDUAL

NOTE: IT WILL BE VERY HELPFUL IF A SEPARATE MSDE INVOICE IS MADE FOR EACH STATE THAT NEEDS REIMBURSED. IF THE PERSON LIVES IN PA OR ANY OTHER STATE, AN FBI AND MARYLAND CRIMINAL BACKGROUND CHECK MUST BE DONE BY FINGERPRINTING THAT PERSON ON THE CJIS FORM.

PLEASE DIRECT ANY QUESTIONS TO YOUR LICENSING SPECIALIST OR SUPERVISOR. IF HE/SHE CAN NOT ANSWER YOUR QUESTION, HE/SHE WILL GET BACK WITH YOU WITH THE ANSWER.

Samples are included

Pennsylvania State Police

1800 Elmerton Avenue
Harrisburg, Pennsylvania 17110

Response for Criminal Record Check

GOOD SHEPHERD PRESCHOOL
168 WEST MAIN STREET
HANCOCK MD 21750

TELEPHONE (301) 678-5100

TO WHOM IT MAY CONCERN:

THE PENNSYLVANIA STATE POLICE DOES HEREBY CERTIFY THAT:

Name: ██████████
 Date of Birth: ██████████
 Social Security #: ██████████
 Sex: F
 Race: White
 Date of Request: 10/31/2017 02:37 PM
 Purpose of Request: Other

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 REQUESTOR 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 REQUEST 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:


Lieutenant Dennis W. Long
 Director of Criminal Records & Identification
 Pennsylvania State Police

DISSEMINATED BY: SYSTEM
10/31/2017 02:38 PM

**Pennsylvania State Police PATCH
Invoice for Criminal Record Check**

Generated on 10/31/2017 02:45 PM

**This
Is
THE
RECEIPT**

Control: [REDACTED]

Requested By

Good Shepherd Preschool
168 West Main Street
Hancock, MD 21750

Subject

Subject Name: [REDACTED] **Status:** No Record

Race: White **Request Date:** 10/31/2017 02:37 PM

Sex: F **Last-Update Date:** 10/31/2017 02:38 PM

Date of Birth: [REDACTED]

Alias/Maiden Name: [REDACTED]

Billing Information

Invoice #: [REDACTED] **Authorization Code:** [REDACTED]

Fee: \$8.00 **Transaction ID:** [REDACTED]

Payment Method: Credit Card