Reins of Rhythm Riding and Horsemanship

Volunteer Clearances Information

Who needs clearances?

* Adults age 18 and over who are in direct contact with children or directly responsible for the welfare of children
	+ *Direct Contact* is defined as: care, supervision, guidance, or control of children or having routine interaction with children
	+ *Responsible for the welfare* is defined as: acting in lieu of or on behalf of a parent

Which clearances are needed?

* Pennsylvania State Police report of criminal history
	+ Required for all volunteers
* Child Abuse History Clearance from the Department of Human Services
	+ Required for all volunteers
* FBI Clearance (fingerprint)
	+ Required for paid positions
	+ Required for anyone who has lived outside of Pennsylvania in the last 10 years

When are clearances needed?

* July 1, 2015

What is the renewal requirement for clearances?

* Within 36 months of the date on the most recent clearance
* By July 1, 2016 if the clearance is older than 36 months

How do I get my clearances?

* <http://www.dhs.state.pa.us/findaform/childabusehistoryclearanceforms/index.htm>
	+ All 3 clearances’ information can be accessed from this website
	+ Forms for mailing in applications as well as online registration are both available

Miscellaneous Information:

* Volunteers are required to pay for their own clearances
* Volunteers are required to submit a copy of their clearances to Reins of Rhythm to keep on file
* After July 1, 2015 no volunteers will be permitted to be in contact with child participants at Reins of Rhythm without having obtained their clearances and providing a copy to keep on file
* Approximate costs:
	+ PSP Clearance: $10.00
	+ Child Abuse Clearance: $10.00
	+ FBI Clearance through Department of Human Services: $27.50
* It is highly recommended that all volunteers also complete the 3 hour mandated reporter training that has been approved by the Department of Human Services. It is free and can be access through the following link:
	+ www.reportabusepa.pitt.edu