

GSHPA Background Checks

Any volunteer who acts as a chaperone directly with girls must fulfill the requirements for the state of Pennsylvania's Child Protection Laws.

Below are four requirements, which must be completed every five years to ensure the safety of our Girl Scouts and volunteers:

Have questions? Check out our [Background Check FAQ](#).

1. GSHPA's pre-screen background check can be completed one of two ways:

- Complete a quick online screening by clicking [here](#). Use the password "volunteer" for the Portal Code.

OR

- Download the form [here](#)

2. PA Child Abuse History Certification

- Apply for electronic certification [here](#)

3. PA State Criminal Background Clearance

- Submit application [here](#)

4. FBI Clearance

- If you have lived outside of PA within the last 10 years, click [here](#) for instructions on FBI fingerprinting. Please use service code 1KG6ZJ to get started. Estimated amount due is \$25.25.

OR

- If you have lived in PA for more than 10 years, complete and sign the [FBI Check Disclaimer](#). Please provide GSHPA with a signed copy with a witness signature.

Once you have completed your background check clearances, please either scan and email copies to Backgroundchecks@gshpa.org or mail hard copies to:

Girl Scouts in the Heart of Pennsylvania
ATTN: Background Checks
4640 Trindle Road
Camp Hill, PA 17011

Have questions about background checks? Check out [Keep Kids Safe](#) or contact our Member Services team at 800-692-7816 or by email at MemberServices@gshpa.org.