

## Background Check Requirements

LMYA now follows the guidelines and requirements for Background Checks as specified in PA Act 15, Section 7 and Title 23, Section 6344.2 and 6344.3 . The sections of the law provides that every adult volunteer working in direct contact with minors under the age of 18 must provide 3 background certifications. They are:

- PA State Police Background certification
- PA Child Welfare Background certification
- FBI Fingerprint Background check and certification OR Notarized Affidavit of Continuous residency in the Commonwealth of Pennsylvania.

These are requirements of the State of Pennsylvania and as a state documented Volunteer run and managed, 501(c)(3) non-profit organization, The Lower Macungie Youth Associations is bound to follow these laws and Acts.

Further, the Lower Macungie Youth Association follows guidelines established by the East Penn School district for volunteers and requires that all new volunteer applications and certifications be no older than one year prior to application.

1. All Coaches must complete the background check BEFORE being placed on a team as coach.
2. The following documents must be uploaded in order for the background check to be considered and approved:
  - Pennsylvania State Police (PSP) Criminal Record Check-
  - Pennsylvania Child Abuse History Clearance (Child Abuse) -
  - FBI Criminal Background check through PA Dept. of Human Services- (Use Service Code: 1KG6ZJ)
  - Act 153 Volunteer Affidavit In lieu of FBI Clearance (This document MUST be notarized in order for it to be valid)
3. A background check with LMYA will expire 5 years after the oldest certification unless renewed before that time.

**NOTE:** All new background check certifications MUST have a certification or request date no older than one year prior to application or re-application for volunteering with LMYA. Background check certifications with certification or request dates older than one year prior to LMYA application or re-application will be considered invalid and will be removed if uploaded for a new Background Check Request for NEW VOLUNTEERS.

\*Certifications from other organizations may be considered for use as long as those certifications fit the requirement specified above.