



pennsylvania
DEPARTMENT OF HUMAN SERVICES

John D Sample
700 E NOWHERE AVE
PHILADELPHIA, PA 19001

SSN: xxx-xx-0000
TCN: 2373000527

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 03/17/2019.**

- 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 5 years 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,

Christine Robert, Division Director
Bureau of Policy, Programs and Operations

SAMPLE CERTIFICATION