

FBI CRIMINAL HISTORY REPORT (Fingerprint-based background check)

- a. Go to <https://www.identogo.com> This is a new system effective November 30, 2017.
- b. Click on “Get fingerprinted.” Put in your state.
- c. Click on “Digital Fingerprinting.”
Enter Service Code: 1KG6ZJ – DHS Volunteer
- d. Schedule appointment. This will step you through the process to sign up for an appointment at a center of your choice, in your region.
- e. Estimated amount due is \$21.35
- f. Call the Helpdesk at 844-321-2124 if assistance is needed.
- g. NOTE: The FBI Criminal History Report is not required for incumbent or prospective volunteers:
 - (i) who have resided in Pennsylvania continuously for a period of 10 years prior to becoming a volunteer or applying for volunteer status and who sign a Volunteer Affidavit affirming that they have not committed certain crimes that otherwise would prohibit them from being a volunteer responsible for the welfare of a child or having direct volunteer contact with children;
 - (ii) who have received such Report at any time since establishing residency in Pennsylvania and provide a copy of the Report to the person responsible for the selection of volunteers.