

Clearances and Insurance for Social Work Internship

- **All students are required** to obtain liability insurance either through NASW-PA or through APA. The NASW-PA requires that you have a membership so the total cost can run over \$70 with membership and insurance fees. The cost of the APA coverage is \$23-\$41. Most students obtain the APA for \$23 if they do not already have an NASW membership. You will be unable to begin your internship until you have obtained this coverage.
 - <http://www.americanprofessional.com/student-frequently-asked-questions/>
 - <https://www.naswassurance.org/malpractice/student-liability-individuals/>
- You are **only required** to obtain the clearances that your **agency requires**. If you are unaware of what is required, please confirm with your agency human resource department or your anticipated agency field supervisor. When you do confirm, the links for all clearances are below:

Act 151: Child Abuse Clearance: (Create an individual account, Keystone ID= username with the individual account) <https://www.compass.state.pa.us/cwis/public/home>

Act 34: PA Criminal Background Check (This is an online form, and requires a credit card and site registration. Print a receipt to check the status of the record check)
<https://epatch.state.pa.us/Home.jsp>

Act 114: FBI Fingerprinting (This is completed through Identogo. After entering site and completing information, print receipt, take to location of your choice. BU can now assist with fingerprinting at the bookstore) Please note that when you complete the on-line information you will need to know the following

1. The service code for DHS Volunteer **is 1KG6ZJ**
2. You do not have an Authorization Code
3. You will need a Driver's License or a State ID Card to take with you to the center when obtaining your prints. You will be asked what form of documentation you will use when you register on the site.
4. Link for site; <https://uenroll.identogo.com/>
5. Link for service code if you forget..
<http://keepkidssafe.pa.gov/resources/clearances/ServiceCodeForms/index.htm>

**Additionally, some agencies will require you to complete additional medical testing including but not limited to TB testing and drug testing. TB testing can be taken within the BU Health Center during clinic times at the cost of \$10.00 cash or check. Any other non-clinic days are by appointment. You must be stuck on one day and return two days later to have your arm checked for a reading. You will receive a certificate valid for two years if the reading is clear/negative.