

## HOME HEALTH AIDE REQUIREMENTS

### UNIQUE AID

861 W. Main St.  
Lansdale, PA 19446

#### PLEASE PROVIDE COPIES OF THE FOLLOWING:

- **S.S. card or Birth Certificate** – for employment eligibility
- **Driver's License or ID card** – for identification
- **2 References**
- **Physical Exam including PPD** – 1 or 2 steps or X-ray if positive PPD
- **Car Insurance**

#### CLEARANCES WILL NEED TO BE COMPLETED:

##### **PA Criminal Background Check - MUST BE COMPLETED BEFORE STARTING**

- Mail money order payable to “Unique Aid” for \$10.00 along with application.  
or
- Do yourself online at <https://epatch.state.pa.us> then send copy

##### **Child Abuse History Clearance - You must fill out and send to address on form.**

- Check School in the “Purpose of Clearance”
- Enclose \$10.00 money order payable to “Department of Public Welfare” along with the form.
- Mail via Certified Mail from the post office to the address on the top of the form not to the office.
- Sent copy of Certified Mail Receipt to the office as confirmation your form was mailed.
- Once clearance is received, send copy to the office.

##### **FBI Background Check**

- Register by phone: 1-888-439-2486 or web: [www.pa.cogentid.com](http://www.pa.cogentid.com)
- Choose Department of Public Welfare and reason: Childcare/School
- Notify Unique Aid office of your registration number as confirmation
- To complete, you must go to a listed locations for fingerprints.
- Once clearance is received, send copy to the office.

PHONE: 1-888-998-6478  
FAX: 1-888-572-6828  
E-MAIL: [JOBS@UNIQUEAID.COM](mailto:JOBS@UNIQUEAID.COM)



JCAHO ACCREDITED