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**Nationally Coordinated  
Criminal History Check**

## External Agencies' access to Screening Status Check

External Agencies (e.g. TAFE Colleges, Catholic schools, Private schools, Universities and volunteer organisations) can check a person's Screening Clearance Status via the **External Screening Status Check**. Agencies can check if an applicant has lodged their screening application, check if they have been cleared, or check their Screening Clearance Number (SCN) and their clearance date.

The External Screening Status Check can also be used to validate the authenticity of an SCN or Clearance letter provided by the Department's Screening Unit to an applicant.

## Accessing the External Screening Status Check

Access the [External Screening Status Check](https://apps.det.wa.edu.au/cris-external) here, or via the direct URL <https://apps.det.wa.edu.au/cris-external>

## How to use the External Screening Status Check

The External Screening Status Check can be undertaken in one of 2 ways:

1. **Search by Name** – enter the person's name and date of birth to see if they have been cleared and what their SCN and clearance date is.
2. **Search by SCN** – enter the SCN provided to the external agency by an applicant to check its authenticity against Department of Education screening records.

The screenshot shows the 'External Screening Status Check' web application. At the top, there is a header with the Department of Education logo and the title 'External Screening Status Check'. Below the title, a subtitle states: 'This facility allows the verification of Screening Information.' The main interface has two tabs: 'Search by Name' (selected) and 'Search by SCN'. Under the 'Search by Name' tab, there are input fields for 'First Name' (containing 'John'), 'Last Name' (containing 'Citizen'), and 'Date of Birth' (with dropdowns for '21', '02', and '1971'). A green 'Search' button is located below these fields. To the right of the search fields, the results are displayed: a green checkmark icon followed by 'Has been cleared'. Below this, the following information is listed: 'Screening Clearance Number: SCN325KNXXRQD', 'Date Cleared: 18/07/2018', 'First Name: JOHN', 'Last Name: CITIZEN', and 'Date of Birth: 21/02/1971'. At the bottom of the results section, it says 'Results retrieved 19/07/2018 6:07:pm'.

## What are the possible responses I will receive?

When you undertake a search for somebody's Screening Clearance Status, there are several different messages you may receive, depending on the circumstances. These include:

- A valid SCN and Clearance Date is advised
- No recorded clearance available, or incorrect details provided
- Application has been received but was incomplete and has been returned to the applicant
- Application received and is currently being processed through the Australian Criminal Intelligence Commission

## Contact

### Screening Unit

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E: [screening@education.wa.edu.au](mailto:screening@education.wa.edu.au)

W: [www.education.wa.edu.au/screening](http://www.education.wa.edu.au/screening)

W: <https://apps.det.wa.edu.au/cris-external>