



Agency for Health Care Administration

Care Provider Background Screening Clearinghouse

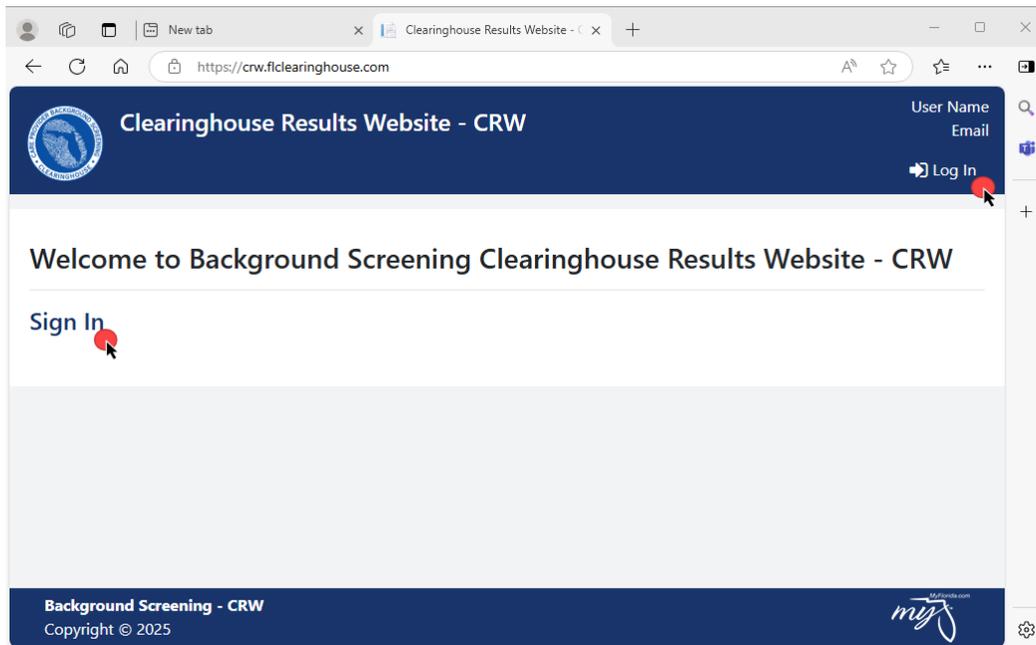
AHCA Clearinghouse Results Website Access Guide.

(DOE Specific)

Create a New Clearinghouse Results Website (CRW) Account

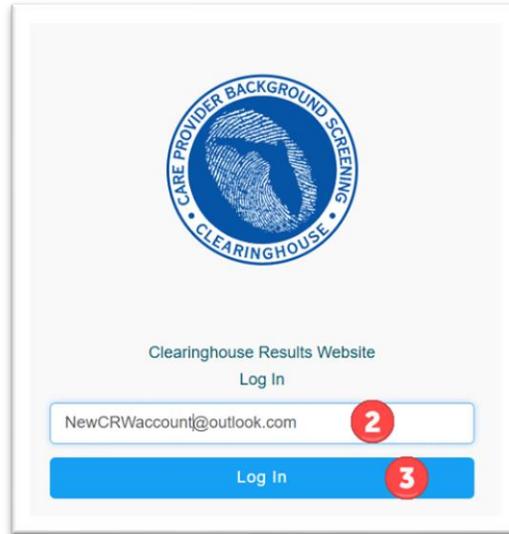
Register on the CRW Portal.

Clearinghouse Results Website (CRW)

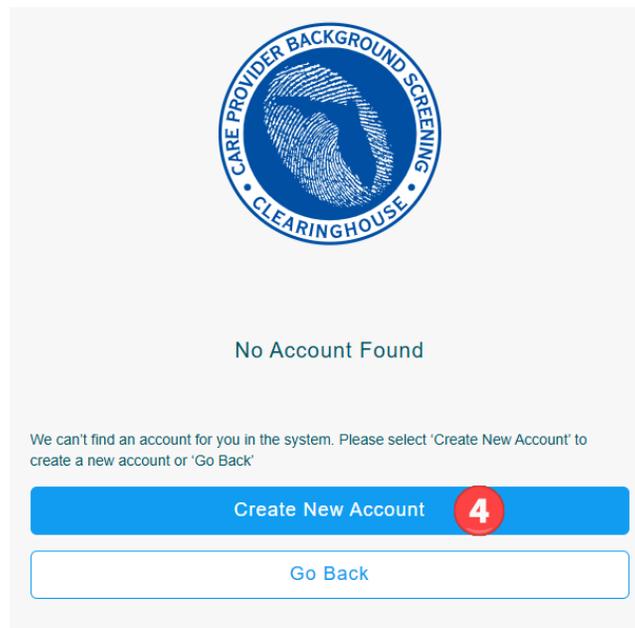


Steps

1. Select **Log In** or **Sign In** on the landing page (above).
2. Enter your school-based email address that will be your username.
3. Select **Log In**



4. Select **Create New Account**



5. Fill the Registration fields, then click **Next** to create new CRW Account



Clearinghouse Results Website

Registration

The password must have the following:

- Must have at least 1 capital letter
- Must have at least 1 lowercase letter
- Must have at least 1 number
- Must have at least 1 special character
- Must be a minimum of 8 characters
- Must have 4 unique characters

First Name
Education

Last Name
Account

Phone Number
(850) 555-1212

Email Address
NewCRWaccount@outlook.com

Confirm Email Address
NewCRWaccount@outlook.com

Password
CJISCompli@nt

Must have at least 1 special character

Confirm Password
CJISCompli@nt

5

Next

6. Agree to the Clearinghouse Terms & Conditions

Terms & Conditions



This system is the property of the State of Florida, and is to be used in accordance with applicable State of Florida Policies. Unauthorized access or activity is a violation of the State of Florida Policies and may be a violation of law. Use of this system constitutes consent to monitoring, recording, and auditing for unauthorized use, in accordance with the State of Florida Policies, local laws, and regulations. Unauthorized use may result in penalties including, but not limited to, reprimand, dismissal, financial penalties, and legal action.

Click **Next** to complete registration and redirect to the login page, to confirm your credentials.

The screenshot displays the 'Clearinghouse Results Website - CRW' interface. At the top, there is a dark blue header with the Florida state seal on the left, the text 'Clearinghouse Results Website - CRW' in the center, and the email 'CRW@ginak33mail.com' on the right. Below the header is a navigation bar with a home icon labeled 'Agency', and links for 'Help', 'Privacy Policy', and 'Log Out'. The main content area is titled 'Request Clearinghouse Access' and features a grid of ten agency selection cards. Each card contains the agency's logo and a 'Select' button. The agencies listed are: Agency for Health Care Administration (AHCA), Department of Children and Families (DCF), Agency for Persons with Disabilities (APD), Department of Elder Affairs (DOEA), Department of Juvenile Justice (DJJ), Division of Vocational Rehabilitation (VR), Florida Medicaid (MED), Florida Medicaid Managed Care (MC), DOE-Districts/Charters/Specialty (DOEPUBS), and DOE-Private Schools (DOEPRIV). At the bottom of the page, there is a dark blue footer with the text 'Background Screening - CRW Copyright © 2025' on the left and the 'myfla' logo on the right.

Login to CRW

Login to CRW with the credentials you just created.



The screenshot shows the login page for the Clearinghouse Results Website - CRW. At the top, there is a dark blue header bar containing the Florida Department of Education logo on the left, the text "Clearinghouse Results Website - CRW" in the center, and a login form on the right with fields for "User Name" and "Email", and a "Log In" button. Below the header, the text "Welcome to Background Screening Clearinghouse Results Website - CRW" is displayed. Underneath, there is a "Sign In" link. The main content area is a large, light gray rectangle. At the bottom, there is a dark blue footer bar with the text "Background Screening - CRW" and "Copyright © 2025" on the left, and a logo on the right.

Request Agency Access

Click the 'Select' button for either District/Charter/Specialty Schools or Private Schools.

Clearinghouse Results Website - CRW CRW@ginak.33mail.com

Agency Help Privacy Policy Log Out

Request Clearinghouse Access

 Agency for Health Care Administration (AHCA) Select	 Department of Children and Families (DCF) Select	 Agency for Persons with Disabilities (APD) Select	 Department of Elder Affairs (DOEA) Select	 Department of Juvenile Justice (DJJ) Select
 Division of Vocational Rehabilitation (VR) Select	 Florida Medicaid (MED) Select	 Florida Medicaid Managed Care (MC) Select	 DOE-Districts/Charters/Specialty (DOEPUBS) Select	 DOE-Private Schools (DOEPRIV) Select

Background Screening - CRW
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Enter your district or school name. This field performs partial searches.

Clearinghouse Results Website - CRW CRW@ginak.33mail.com

Agency Help Privacy Policy Log Out

DOE-Districts/Charters/Specialty (DOEPUBS)
Request Provider Access

Select type and start typing the name of your Provider/Company and select it from the list when it appears. After all requests have been added, select Submit Request and Generate User Agreement.

Request Provider Access

Enter text to search by District or Charter School name

- ORANGE DISTRICT OFFICE
 445 W AMELIA ST
 ORLANDO, FL 32801-1129
 License Number: + Add Provider Request
- ST. JOHNS CLASSICAL ACADEMY ORANGE PARK
 1324 KINGSLEY AVE
 ORANGE PARK, FL 32003-4508
 License Number: + Add Provider Request
- UCP WEST ORANGE CHARTER
 1441 WINTER GARDEN-VINELAND RD
 ORLANDO, FL 34787-6706
 License Number: + Add Provider Request

Current Registration Requests

Submit Request and Generate User Agreement

Background Screening - CRW
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Click **+Add Provider Request** button on the school/district for which you are requesting access.

Select the 'Submit Request and Generate User Agreement' button. Clearinghouse staff will review and approve your access request.

The screenshot shows the 'Request Provider Access' page on the Clearinghouse Results Website - CRW. The page header includes the site name, a home icon, an 'Agency' dropdown, and links for 'Help', 'Privacy Policy', and 'Log Out'. The breadcrumb trail indicates the user is in 'DOE-Districts/Charters/Specialty (DOEPUBS)'. A search bar is present with the text 'Enter text to search by District or Charter School name' and the input 'Oran'. Below the search bar, two search results are displayed, each with an 'Add Provider Request' button. The first result is for 'ST. JOHNS CLASSICAL ACADEMY ORANGE PARK' with address '1324 KINGSLEY AVE, ORANGE PARK, FL 32003-4508' and a 'License Number:' field. The second result is for 'UCP WEST ORANGE CHARTER' with address '1441 WINTER GARDEN-VINELAND RD, ORLANDO, FL 34787-6706' and a 'License Number:' field. To the right, the 'Current Registration Requests' section shows one request for 'ORANGE DISTRICT OFFICE' at '445 W AMELIA ST, ORLANDO, FL 32801-1129' with a 'License Number:' field and a 'Remove Provider Request' button. At the bottom of the main content area is a large green button labeled 'Submit Request and Generate User Agreement'. The footer contains 'Background Screening - CRW Copyright © 2025' and a logo.

Print and complete the User Agreement. Scan and email or fax to the address/number provided.

Clearinghouse Results Website - CRW CRW@jgink33mail.com

Agency Help Privacy Policy Log Out

Provider User Agreements

Please print and sign the user registration agreement. You may mail, email, or fax the agreement to the Background Screening Unit for approval.

Your request for access to the Clearinghouse results website will be in **Pending status until staff receives and processes your user registration agreement.**

IMPORTANT - Please note that an email will be sent to the address on file once your request for access has been approved.

Provider User Agreement 1 / 2 | 58% +

Background Screening (BGS)
Provider User Registration Agreement

Send and E-Mail To: CRW@jgink33mail.com Fax To: (888) 447-8470

Subject Line: BGS User Agreement

User Information:
Name: Regina Richardson
E-Mail Address: CRW@jgink33mail.com Phone Number:
Address: CHANGS DISTRICT OFFICE
445 W ARELLA ST ORLANDO, FL 32811-1122
Phone Number: 0 Fax Number:
Privacy Contact: 0 Provider Type: District School (DDOPUSDC)
Provider ID: 00001

Background Screening (BGS) is a web site that allows for the following:

- To view and download the user registration agreement.
- To request that you may be held responsible for the completion of registration of Background Screening.
- To request that you may be held responsible for the completion of registration of Background Screening.
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For more information on the services of this website, please contact the Background Screening Unit at (888) 447-8470.

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User Information:
User Name: Regina Richardson Date: _____
Signature: _____

Central History Access Request:
I am requesting access to view criminal history information. I attest that I have taken the required CRW Security Awareness Training and have a secure device to access the information. I acknowledge that this access is necessary in fulfilling my assigned responsibilities. By signing this document, I acknowledge that my request may be monitored, reported, and subject to audit. Unauthorized use of the system is prohibited and may be subject to criminal and/or civil penalties.
User Name: Regina Richardson Date: _____
Signature: _____

Review and Approval by Provider:
Administrator: _____
Provider: ORLANDO DISTRICT OFFICE

Staff will review and an email notification will be sent to the email address with which you created your CRW account.