

**Youth Services
Out of School Time
Enrichment Overlay System**

Level 2 Screening Instructions

Any person participating in the Enrichment Overlay System and in direct contact with youth MUST complete and submit proof of a Level 2 Screening PRIOR to lesson instruction. Below is a step by step process to obtain a Level 2 screening.

Step 1

Follow the link to access the Advantage Biometrics Group formerly PrideRock Holdings website.
https://www.priderockholdings.com/SafeSupport/instructions.php?comp_id=204

Step 2

Select either new vendor or badge renewal where applicable and click next at the bottom of the page to advance to step 3.

Step 3

Enter V000000527 – CCC’s **Vendor Number**
Enter website generated confirmation code and submit.

Step 4

Confirm vendor name and address
Coordinated Child Care of Pinellas
6500 102nd Ave. North
Pinellas Park, FL 33782

The following are the remaining steps to complete the Level 2

- 1 Choose either: (i) Zip Code Locator; or the (ii) State Locator to locate an authorized Center. The Zip Code Locator lists the closest Centers. The State Locator lists all Centers in a state.
- 2 Select a Center and CLICK the “BUY NOW” button.
- 3 DEMOGRAPHIC DATA ENTRY – Enter demographic data. Remember to enroll a government issued Photo ID.
- 4 DISCLOSURE STATEMENT – All applicants must complete the Disclosure Statement. Applicants must sign the Disclosure Statement by entering initials and checking the certification box.
- 5 PAYMENT INSTRUCTIONS – Select a Payment Option and complete forms.
- 6 IMPORTANT – Print your Bar Code Receipt and bring it to the Center when you go to be fingerprinted. DO NOT pay the Center. Please contact PrideRock Holdings if the Center requests payment.
- 7 IMPORTANT – Bring one (1) form of government issued Photo ID (driver’s license) with you to the Center (without identification you WILL NOT be fingerprinted).
- 8 REQUIRED – Call the Center to confirm a time for fingerprinting.