

## Being a Mentor

Mentoring at District Of Columbia Public Schools (DCPS) is managed through Everybody Wins DC (EWDC). For information regarding mentoring, refer to the [Frequently Asked Questions](#) document on the [EWDC website](#).

### DCPS Clearance

DCPS requires all volunteers to obtain clearance before volunteering in a DCPS school. EWDC will not match a Power Lunch mentor with a student until we have a copy of a valid clearance letter on file.

Mentors are responsible for maintaining a valid DCPS clearance while working with students, including renewal of the DCPS clearance every 2 years. To obtain the initial [DCPS Volunteer Clearance](#), you must:

1. Complete the [DCPS Clearance Application](#). This requires basic contact information, as well as your DCPS Application Type ("Volunteer"), your School (the Power Lunch site you applied for), and Organization Contact (Sarah Aldridge, [Volunteers@everybodywinsdc.org](mailto:Volunteers@everybodywinsdc.org), 202-216-9467).
2. Provide documentation of a negative Tuberculosis (TB) test result within the last 12 months.
3. Complete DCPS Fingerprinting. – This is completed by a DCPS technician, either at an EWDC clinic or at the DCPS Central Office ([1200 First Street NE, 10th Floor](#)). The DCPS office is open Monday - Thursday, 8am-5pm, and Fridays, 8am-3pm. Remember to bring a valid state-issued photo ID and your TB test results.

Fingerprint and clearance processing take about 3-10 business days. You'll receive an electronic Clearance Letter from DCPS. Forward this email to [volunteers@everybodywinsdc.org](mailto:volunteers@everybodywinsdc.org).

- **EWDC Clearance Clinics**

To help Power Lunch mentors through the DCPS clearance process, EWDC hosts clearance clinics during the school year. Updated clinic details can be found on our online calendar of events (<https://everybodywinsdc.org/calendar/>).

## TB Testing Overview

There are three types of tests which prove you do not have active TB:

1. TB Skin Test: This is the most typical and least expensive test. It requires two visits with a healthcare provider within a 48-72 hour period; first to administer the test, and then to read the test.
2. TB Blood Test
3. Chest X-Ray: only required if skin test and/or blood test are positive; DCPS accepts volunteers with latent TB

TB tests can be completed by your doctor or a qualified healthcare provider at most outpatient or retail health clinics. Costs and appointment availability vary. Below are some clinics that provide TB testing:

[CVS Minute Clinic](#)

[Walgreens](#)

[Farragut Medical & Travel Care](#)

[One Medical](#)

[MedStar PromptCare at Capitol Hill](#)

[WellnessMart](#)

- **EWDC TB Test Reimbursement**
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- If volunteers prefer to undergo TB testing through their healthcare providers or an outpatient clinic, EWDC offers TB testing reimbursement up to \$40. To be eligible for reimbursement, volunteers must:
  - 1. Complete the DCPS Volunteer Clearance process
  - 2. Provide their clearance letter
  - 3. Be matched with a student
  - 4. Attend their first Power Lunch session with their student
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To request reimbursement, please fill out the [TB Test Reimbursement Form](#) within 30 days of your first Power Lunch session. You'll also attach a copy of your receipt. It will take a few weeks to receive your reimbursement.