

Early Intervention Service Coordinator Guidance

Early Intervention Service Coordinator's must obtain a state credential to work within Ohio's Early Intervention system which is funded through the Ohio Department of Developmental Disabilities.

To apply for a credential, a professional must complete the application process through their Ohio Professional Registry profile. Required documents must be uploaded into the profile prior to applying. An Ohio Professional Registry Associate will review the documents upon receiving the application via the professional's profile.

Credential Requirements

Early Intervention Service Coordinator- 1-Year

Employment Requirement

- Verification that professional is employed by or under contract with early intervention service coordination agency. Verification could be DODD employer verification form or an employment letter from employer stating:
 - They serve as an Early Intervention Service Coordination Agency
 - Verify the applicant is employed (or under contract) as an Early Intervention Service Coordinator or Early Intervention Service Coordinator supervisor

Education Requirement

- Holds associate's, bachelor's, or graduate-level degree in agency approved major reference in rule 5123-10-04
- **OR**
- Holds associate's, bachelor's, or graduate-level degree in a non-agency approved major referenced in rule 5123-10-04 AND has 2 years verified full time equivalent of supervised, paid, related work experience.

Professional Development Requirement

- Has completed and uploaded the following professional development:
 - Introduction to early intervention services
 - Mission and key principles of early intervention
 - Family-centered early intervention practices
 - Individualized family service plan overview
 - Mandated reporting of suspected child abuse or neglect
 - Service coordination duties and processes
 - Parent rights and procedural safeguards in EI
 - Infant and toddler development



Renewal May be renewed one time by applicant who: Is employed by or under contract with an early intervention service coordination agency.

Early Intervention Service Coordinator- 5-year

Education Requirement

- Holds associate's, bachelor's, or graduate-level degree in agency approved major reference in rule 5123-10-04

OR

- Holds associate's, bachelor's, or graduate-level degree in a non-agency approved major referenced in rule 5123-10-04 AND has 2 years verified full time equivalent of supervised, paid, related work experience

Professional Development Requirement

- Has completed and uploaded the following professional development:
 - Introduction to early intervention services
 - Mission and key principles of early intervention
 - Family-centered early intervention practices
 - Individualized family service plan overview
 - Mandated reporting of suspected child abuse or neglect
 - Service coordination duties and processes
 - Parent rights and procedural safeguards in EI
 - Infant and toddler development
 - Principles of Early Intervention Service Coordination
 - Early Intervention Service Coordination Skills and Competencies Checklist (document to be uploaded to application)

Renewal

May be renewed by applicant who:

Has worked at least 4,000 hours as an Early Intervention Service Coordinator and/or directly providing early intervention services through individualized family service plant during the most recent five years.

Has completed 50 hours of professional development.



Early Intervention Service Coordinator- 5-Year “Transition”

Available for any EI service coordination who holds an unexpired EI service coordinator credential (of any tier) on July 1, 2019.

- Has completed professional development in:
 - Introduction to early intervention services
 - Mission and key principles of early intervention
 - Family-centered early intervention practices
 - Individualized family service plan overview
 - Mandated reporting of suspected child abuse or neglect
 - Service coordination duties and processes
 - Parent rights and procedural safeguards in EI
 - Infant and toddler development

Has completed 20 hours of professional development during the previous 2 years.

Renewal

May be renewed by applicant who:

Has worked at least 4,000 hours as an Early Intervention Service Coordinator or directly providing early intervention services through individualized family service plans during the most recent five years.

Has completed 50 hours of professional development.

Has either:

- Successfully completed all components of professional development in Principles of Early Intervention Service Coordination, which may be counted toward the 50 hours of professional development.

OR

- Demonstrated competency by passing the department-administered principles of early intervention service coordination knowledge assessment.

May **not** be renewed if the credential has been expired for 90 or more calendar days.



Early Intervention Service Coordination Supervisor- 1-Year

Employment Requirement

- Verification that professional is employed by or under contract with early intervention service coordination agency. Verification could be DODD employer verification form or an employment letter from employer stating:
 1. They serve as an Early Intervention Service Coordination Agency
 2. Verify the applicant is employed (or under contract) as an Early Intervention Service Coordinator or Early Intervention Service Coordinator supervisor

Education Requirement

- Holds bachelor's, or graduate-level degree in agency approved major reference in rule 5123-10-04

OR

- Holds bachelor's, or graduate-level degree in a non-agency approved major referenced in rule 5123-10-04 AND has 3 years verified full time equivalent of supervised, paid, related work experience

Professional Development Requirement

- Has completed and uploaded the following professional development:
 - Introduction to early intervention services
 - Mission and key principles of early intervention
 - Family-centered early intervention practices
 - Individualized family service plan overview
 - Mandated reporting of suspected child abuse or neglect
 - Service coordination duties and processes
 - Parent rights and procedural safeguards in EI
 - Infant and toddler development

Renewal

May be renewed one time by applicant who:

Is employed by or under contract with an early intervention service coordination agency.



Early Intervention Service Coordination Supervisor- 5-Year

Education Requirement

- Holds bachelor's, or graduate-level degree in agency approved major reference in rule 5123-10-04

OR

- Holds bachelor's, or graduate-level degree in a non-agency approved major referenced in rule 5123-10-04 AND has 3 years verified full time equivalent of supervised, paid, related work experience

Professional Development Requirement

- Has completed and uploaded the following professional development:
 - Introduction to early intervention services
 - Mission and key principles of early intervention
 - Family-centered early intervention practices
 - Individualized family service plan overview
 - Mandated reporting of suspected child abuse or neglect
 - Service coordination duties and processes
 - Parent rights and procedural safeguards in EI
 - Infant and toddler development
 - Principles of Early Intervention Service Coordination
 - Reflective Supervision Techniques

Renewal

May be renewed by applicant who:

Has completed 50 hours of professional development.



Early Intervention Service Coordination Supervisor-5-Year “transition”

Available for any EI service coordination supervisors who holds an unexpired EI SC supervisor credential on July 1, 2019.

- Has completed professional development in:
 - Introduction to early intervention services
 - Mission and key principles of early intervention
 - Family-centered early intervention practices
 - Individualized family service plan overview
 - Mandated reporting of suspected child abuse or neglect
 - Service coordination duties and processes
 - Parent rights and procedural safeguards in EI
 - Infant and toddler development

Has completed 20 hours of professional development during the previous 2 years

Renewal

Has completed 50 hours of professional development, **and**

Has either

- Successfully completed all components of professional development in Principles of Early Intervention Service Coordination, which may be counted toward the 50 hours of professional development

OR

- Demonstrated competency by passing the department-administered principles of early intervention service coordination knowledge assessment.

May not be renewed if the credential has been expired for 90 or more calendar days.

Agency Approved Majors referenced in rule 5123-10-04

Audiology	Child & Family Studies	Child Development
Child Life	Counseling	Education (including special education)
Hearing and Speech Services	Human Development	Human Ecology
Human Social Services	Medicine	Nursing
Nutrition Science	Occupational Therapy	Ophthalmology
Optometry	Physical Therapy	Physician's Assistant
Psychology	Rehabilitation	Social Work
	Speech/Language Pathology	