

Early Intervention Service Coordinator Application Quick Guide

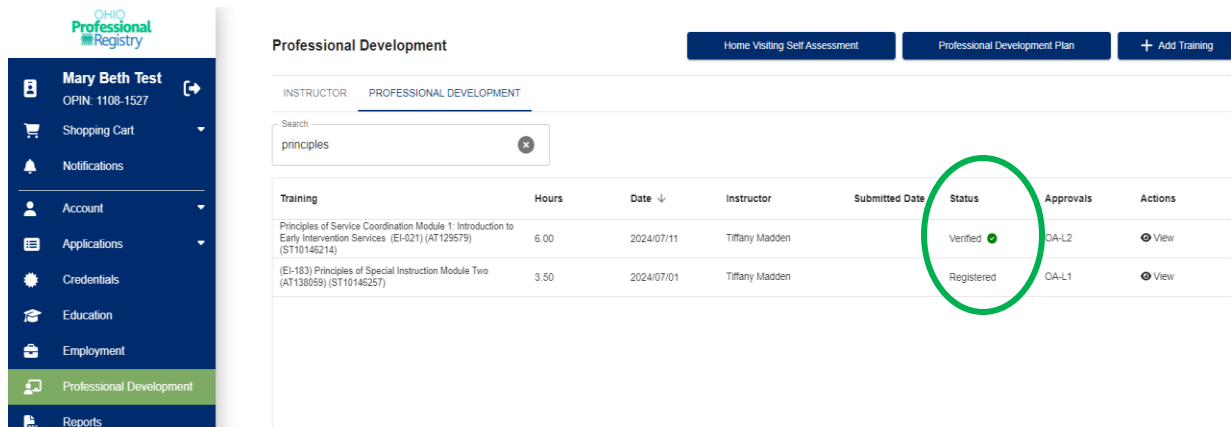
View requirements here: <https://ims.ocali.io/storage/ocali-ims-sites/ocali-ims-oei/documents/Service-Coordination-Credential-Requirements-Grid.pdf>

Tips:

Required trainings must be completed on the Department of Developmental Disabilities’ MyLearning site and, upon successful completion, will automatically list in the Professional Development tab in your OPR profile as verified.

Check the Professional Development tab in your OPR profile to see the trainings that you are registered for. When attendance is marked by MyLearning, the status of the training will be “verified.”

“Registered” indicates that your completion has not yet been marked.






Professional Development

Home Visiting Self Assessment Professional Development Plan + Add Training

INSTRUCTOR PROFESSIONAL DEVELOPMENT

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principles

Training	Hours	Date ↓	Instructor	Submitted Date	Status	Approvals	Actions
Principles of Service Coordination Module 1: Introduction to Early Intervention Services (EI-021) (AT129579) (ST10146214)	6.00	2024/07/11	Tiffany Madden		Verified 	QA-L2	 View
(EI-183) Principles of Special Instruction Module Two (AT138059) (ST10146257)	3.50	2024/07/01	Tiffany Madden		Registered	QA-L1	 View



Requirements for EISC 1 year credential

Coordinator:

1. **Education** – verified in OPR profile
2. **Training** - 8 required trainings (AT's) open; see list of trainings on page 3.
3. Uploader for employment letter - added when the application opens.

Can be renewed one time only:

1. Additional 5 required trainings - verified in OPR ; see list of trainings on page 3.
2. Uploader for updated employment letter - added when the application opens.

Supervisor:

1. **Education** –verified in OPR profile
2. **8 required trainings** - verified in OPR profile; see list of training on page 3.
3. Uploader for employment letter - added when the application opens.

Can be renewed one time only:

1. **Additional 5 required trainings**– verified in OPR profile; see list of trainings on page 3.
2. Uploader for updated employment letter - added when the application opens.

EISC 5 year credential

• Coordinator:

1. **Education** – verified in OPR profile
2. **16 required trainings** (original 8 from 1 year credential and 8 more trainings)- verified in OPR profile; see list of trainings on page 3.
3. Uploader for employment letter - added when the application opens.

Renewed every 5 years:

1. **50 hours** of PD verified in OPR required for application to open.
2. Uploader for employment letter - added when the application opens.

• Supervisor:

1. **Education** –verified in OPR profile and required for application to open.
2. **16 required trainings** (AT's) (original 8 from 1 year credential and 8 more trainings) - verified in OPR profile; see list of trainings on page 3.
3. **Reflective Supervision Training** -verified in OPR profile and, when application is open, it can be selected.
4. Uploader for employment letter – add when the application opens.

Renewed every 5 years:

50 hours of PD verified in OPR in most recent five-year period.

Required Trainings:

Title	Application Validation
Introduction to Early Intervention Services (EI-064)	1 year initial
Parent Rights and Procedural Safeguards in Early Intervention (EI-066)	1 year initial
Mandated Reporting of Suspected Child Abuse or Neglect (EI-067)	1 year initial
Early Intervention Mission and Key Principles (EI-068)	1 year initial
Family-Centered Early Intervention Practices (EI-069)	1 year initial
Early Intervention Service Coordination Duties and Processes (EI-070)	1 year initial
Infant and Toddler Development EI Orientation Module (EI-071)	1 year initial
Individualized Family Service Plan Overview (EI-103)	1 year initial
Principles of Service Coordination Module 1: Introduction to Early Intervention Services (EI-021)	1 year renewal/5 year
Principles of Service Coordination Module 2: the IFSP Process, Part 1	1 year renewal/5 year
Principles of Service Coordination Module 3, The IFSP Process: Part 2	1 year renewal/5 year
Principles of Service Coordination Module 4: Monitoring Service Delivery	1 year renewal/5 year
Principles of Service Coordination Module 5: Transition	1 year renewal/5 year
Principles of Service Coordination Module 6: Role of the EI Service Coordinator on the Team (EI-045)	5 year
Principles of Service Coordination Module 7: Compliance (EI-046)	5 year
Principles of Service Coordination Module 8: Special Topics (EI-047)	5 year