

Baby Watch Early Intervention (EI) Specialist I Levels 1, 2, 3 Requirements

Educational prerequisites: High school diploma or Graduate Equivalency Diploma (GED) plus post-secondary school training, such as a Child Development Associate (CDA) credential, an associate degree or a non-related bachelor's degree.

Typical job responsibilities: The EI Specialist I provides direct intervention, such as planning/organizing small group activities, carrying out therapist-prescribed intervention, or serving as a service coordinator under the supervision of a professional staff member.

Competency requirements: As described in the Baby Watch Competency Standards, the EI Specialist I must “demonstrate knowledge of, recognize and apply in work practices,” which requires that knowledge be demonstrated through their job performance. For example, knowledge of child developmental milestones is not sufficient; an example of how this knowledge was applied is required, e.g., when communicating with parents, when planning activities.





Early Intervention Specialist I (Sample Job Description)

Personnel Standards:

The *Early Intervention Specialist I* must have a high school diploma or a Graduate Equivalency Diploma (G.E.D.), **plus** one of the following post secondary school trainings, e.g., Certificate of training in a related field (COTA, PTA, PAT), Child Development Associate (C.D.A.), an Associate Degree, a non-related Bachelor's Degree, **or** at least 2 years of experience working with families and children.

Responsibilities:

The Early Intervention Specialist I Levels 1, 2, & 3, may provide early intervention services, according to supervision requirements, in the following:

- 1) May work as a leader of a group of children and may do direct services.
- 2) May provide Service Coordination activities.
- 3) May interview the parent(s) to gather information about the child's functioning and/or about the family's concerns, priorities, and resources.
- 4) May conduct evaluations for **eligibility--only** under the following conditions:
 - A. An EI Specialist I Levels 1, 2, & 3
 - a. May participate in evaluation/assessments if the Early Intervention Specialist II or III is present and active in the same evaluation/assessment process. For example, the Early Intervention Specialist I who has been appropriately trained may assist in the completion of one of the protocols for one of the domains on a transdisciplinary assessment, if the professional is present in the same room and is also doing part(s) of the assessment.
 - B. An EI Specialist I Technical Professional
 - a. May conduct evaluations if the EI I Tech is well trained on the specific assessment, and is within the guidelines for specific tests to administer the test.
 - b. May conduct evaluations for eligibility only under supervision and with consultation of an EI II or III to determine eligibility.
- 5) Determine the need for further assessments.
- 6) May summarize assessment information, help in the development of IFSP and outcomes (EI I Tech only).

- 7) May administer assessments for purposes other than eligibility if the EI I is experienced working with children birth to three, is well trained on the specific assessment, and is within the guidelines for specific tests to administer the test.
- 8) Assist the Early Intervention Specialist with translation services.
- 9) Coordinate transitions to Part B programs.
- 10) Conduct home visits

* The well-trained ***Early Intervention Specialist I*** may perform these tasks only under supervision. This supervision must include all of the elements of the supervision requirements described below. The supervision regulations under state licensing for each discipline also apply. The EI professional assumes responsibility for this arrangement and makes appropriate documentation of such (e.g, IFSP, lesson plans, home visit reports, progress notes, etc).

Competency requirements: As described in the Baby Watch Competency standards, the EI Specialist I must “demonstrate knowledge of, recognize and apply in work practices,” which requires that knowledge be demonstrated through their job performance. For example, knowledge of child developmental milestones is not sufficient; an example of how this knowledge is applied according to best practice is required, e.g., when communicating with parents, when planning activities.

LEVELS OF EARLY INTERVENTION SPECIALISTS I AND SUPERVISION:

Requirements
Early Intervention Specialists I & II



Early Intervention Credentialing Guide and Portfolio Planner

Early Intervention Specialist I Para Professional		Early Intervention Specialist I Technical Professional Must have supervisors recommendation and complete application with letter of support from supervisor
Level 1	Level 2	Level 3
<p>Education: High school diploma or a Graduate Equivalency Diploma (G.E.D.) plus one of the following: *Post secondary school training, e.g., Certificate of training in a related field, PTA, PAT, Child Development Associate (C.D.A.) *A non-related Associate Degree or equivalent college coursework *At least 2 years of experience with families and children</p>	<p>Education: High school diploma or a Graduate Equivalency Diploma (G.E.D.), have current EI I credential, with two years of experience as EI Specialist</p> <p>OR: May enter this level with one of the following: *Associate Degree in related field, i.e., early childhood education *Non-related Bachelor’s Degree</p>	<p>Education: Have current EI I credential with two years of experience as an EI Specialist plus one of the following: *Associate or non-related Bachelor’s degree with 2 additional years of experience working in a related field with families and children *3 additional years of experience as EI I Specialist</p> <p>OR: Associate Degree with professional licensure, e.g., COTA, PTA, SLPA *Will not supervise without EI Credential and 2 years experience in EI</p>
<p>Supervision: Supervised by an Early Intervention Specialist I Tech, II or III on at least a weekly basis including:</p>	<p>Supervision: Supervised by an Early Intervention Specialist I Tech, EI II or EI III on at least a monthly basis including:</p>	<p>Supervision: Supervised by an Early Intervention Specialist II or III on at least a quarterly basis</p>
A) Case consultation related to ongoing services to the child and family and appropriate documentation of this consultation	A) Case consultation related to ongoing services to the child and family and appropriate documentation of this consultation	The supervision regulations under state licensing for each discipline apply
B) Reviewing and signing all home visit notes, progress notes, assessment summaries	B) Periodic (as determined by supervisor) review of home visit notes, progress notes, assessment summaries	An Early Intervention Specialist I Technical Professional may be utilized to assist in the guidance, training, and mentoring of staff , under the supervision of the program director
C) Quarterly contact with parent, with documentation of contact noting positive feedback or complaints by parents	C) At least semi-annually contact with parent, with documentation of contact noting positive feedback or complaints by parents	An Early Intervention Specialist I Technical Professional may assist in the supervision of EI Aides, EI I Level 1 and 2, with coordination of an EI II or EI III
D) Quarterly observation of the Early Intervention Specialist I while working with the child, documentation of this contact	D) Periodic observation of the Early Intervention Specialist I while working with the child, documentation of this contact at least annually	
E) Documentation of staff development activities necessary to assure appropriate service delivery for children and families demonstration of appropriate early intervention practice and mentorship	E) Documentation of staff development activities necessary to assure appropriate service delivery for children and families demonstration of appropriate early intervention practice and mentorship	
F) Documentation of issue resolution, action, or justification for no action	F) Documentation of issue resolution, action, or justification for no action	

Requirements
Early Intervention Specialists I & II



Baby Watch Early Intervention Specialist II (EI II) Requirements

Educational Standards: The Early Intervention Specialist II will have a Bachelor's degree in a field related to early intervention. Certification, licensure or other comparable requirements that apply to the chosen profession or discipline is required and based on the highest requirements in Utah applicable to the profession or discipline in which a person provides early intervention services.

Typical job responsibilities: The EI Specialist II administers evaluations and assessments, develops Individualized Family Service Plans, provides direct services, service coordination and may be given team coordination responsibilities. The EI Specialist II may supervise an EI Aide or EI I level staff person.

Competency requirements: As described in the Baby Watch Competency standards, the EI Specialist II must “demonstrate knowledge of, recognize and apply in work practices,” which requires that knowledge be demonstrated through their job performance. For example, knowledge of child developmental milestones is not sufficient; an example of how this knowledge is applied according to best practice is required, e.g., when communicating with parents, when planning activities.

Supervision Requirements:

The Early Intervention Specialist II is supervised by the program director/ administrator or designated coordinator. Supervision as delineated in state licensing requirements for physical therapy, occupational therapy, speech/language therapy, and aids and assistants must be practiced in early intervention programs. Supervision as delineated in the Nurse Practice Act must be practiced in early intervention programs.