

# System of Payment (SOP) in Early Intervention: The Role of the Early Intervention Service Coordinator

*September 29, 2025*

# AGENDA

## Role of the EISC

- Coordinating access to E and A , and to EI services
- Coordinating funding for EI services
- Mandates (5180-10-02 (N)(1-16))

## EI Rule 5180-10-01 and 5180-10-03

- Procedural Safeguards 5180-10-01
- System of Payment Rule 5180-10-03
- EI SOP Brochure

## IFSP/SOP Process and request for COG or DCP support

- There will be a process to request COG and DCP supports
- Request for support for Evaluation and/or Assessment
- Request for support for Ongoing EI services.

## Role of DCY – Monitoring

- New process effective 10/01/2025
- Request for COG or DCP Support (Microsoft Form)

## Role of DCY – Training and TA

- Module 3 training for all staff
  - New staff: within 1 year
  - Existing staff: by 12/31/25
- TA and training plans to address Teaming and SOP

# EI UPDATES

- **DS Rule-** Beginning to have discussions both internally and externally regarding potential changes needed for this rule
- **Grants** – Updates/guidance
  - Contacts
- **SOP Providers & SOP Provider List** – Information on approved providers
  - Lindsay Morrison
- **Assistive Technology Request for Proposal** – Key updates
- **EI Consultant Map** – Overview of regional EI consultant coverage and assignments.

# FOCUS ON SYSTEM OF PAYMENTS (SOP)

## Why the Focus on SOP?

- Challenges accessing COGs and DCPs
- New staff and onboarding needs
- Rising referrals and increased EI service demands
- Greater use of COGs, DCPs, AT, and Vision/Hearing/Nutrition providers
- SFY25 spending increase

## DCY Plans to Address

- Clear guidance and training
- Strengthened tracking tools
- TA and Training
- Ongoing monitoring for sustainability

# SOP

## Why It Matters:

Promotes equitable access for all families

Provision of EI Services aligned with state and federal requirements to ensure compliance

Improves efficiency and maximizes resources

Connects funding decisions directly to the IFSP

Supports long-term program sustainability

## Role of EISC in Coordinating EI Funding

In rule 5180-10-02 there are 16 service coordination responsibilities.

Within these responsibilities 5 of these listed in rule are directly related to the EISC role in Coordinating access to EI Services and Coordinating Funding for those EI services.

- **(2)** Assisting the parent in obtaining access to needed early intervention services and other services identified in the IFSP, including referrals and scheduling appointments.
- **(3)** Coordinating the provision of early intervention and other needed services.
- **(6)** Conducting referral and other activities to help families identify available EI service providers.
- **(7)** Coordinating, facilitating, and monitoring delivery of needed services to ensure timely provision.
- **(9)** Informing families of rights -procedural safeguards.
- **(10)** Coordinating the funding sources for needed early intervention services in accordance with rule 5123-10-03 (this is the SOP rule itself).

# PROCEDURAL SAFEGUARDS IN EARLY INTERVENTION RULE 5180-10-01:

- Protects the rights of children and families in Ohio's EI program
- Requires **parental consent** for evaluations, services, insurance use, and sharing information
- Mandates **prior written notice** for proposed or refused actions
- Ensures **confidentiality and access to records** (with ability to request amendments)
- Outlines **timelines for record retention**
- Provides **dispute resolution options:** complaints, mediation, due process



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## SYSTEM OF PAYMENTS

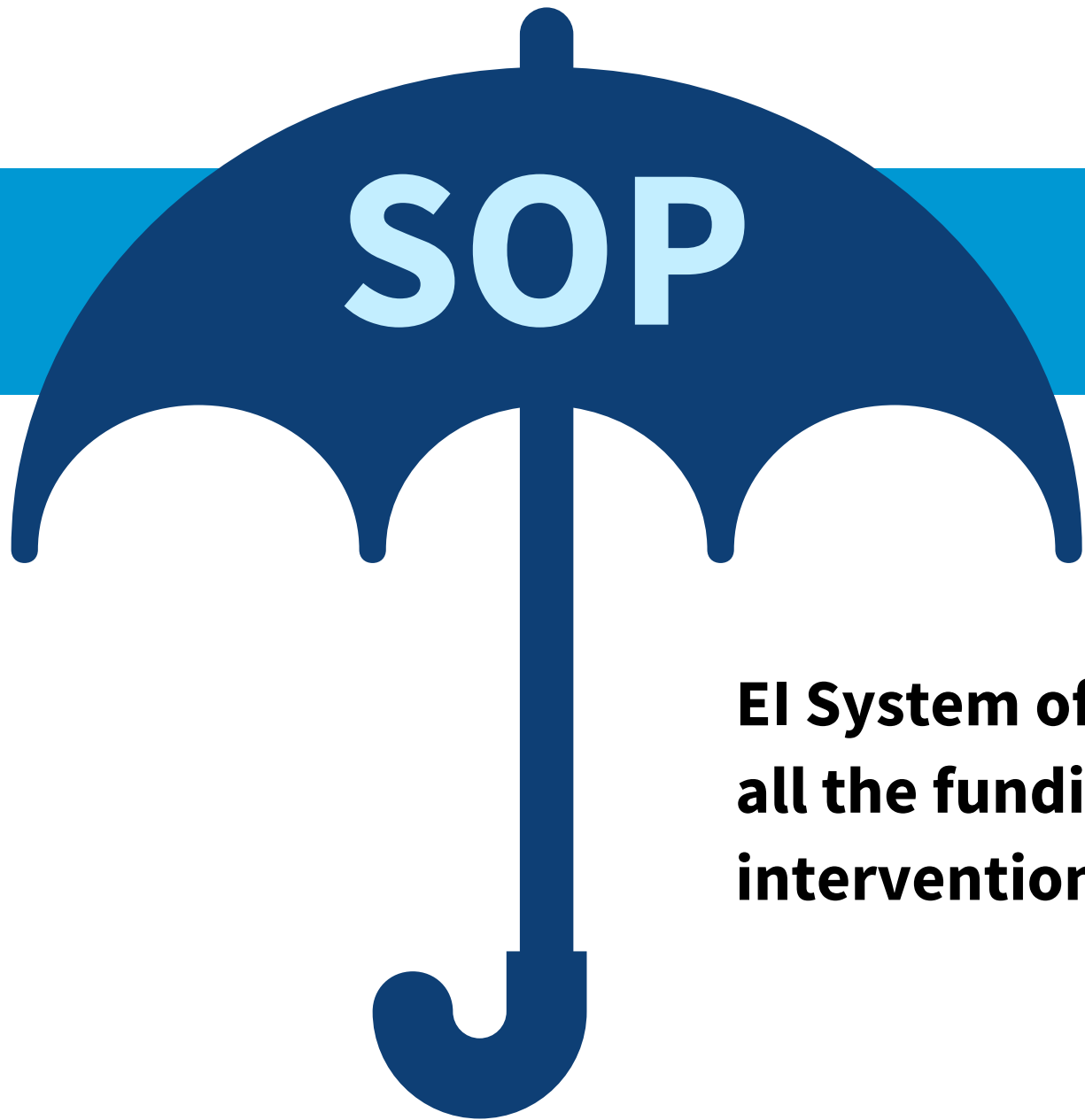


# OAC 5180-10-03

## (A) Purpose

This rule establishes a structure to pay for activities and expenses that are reasonable and necessary for implementing Ohio's early intervention program for eligible children and their families.

<https://codes.ohio.gov/ohio-administrative-code/rule-5180-10-03>



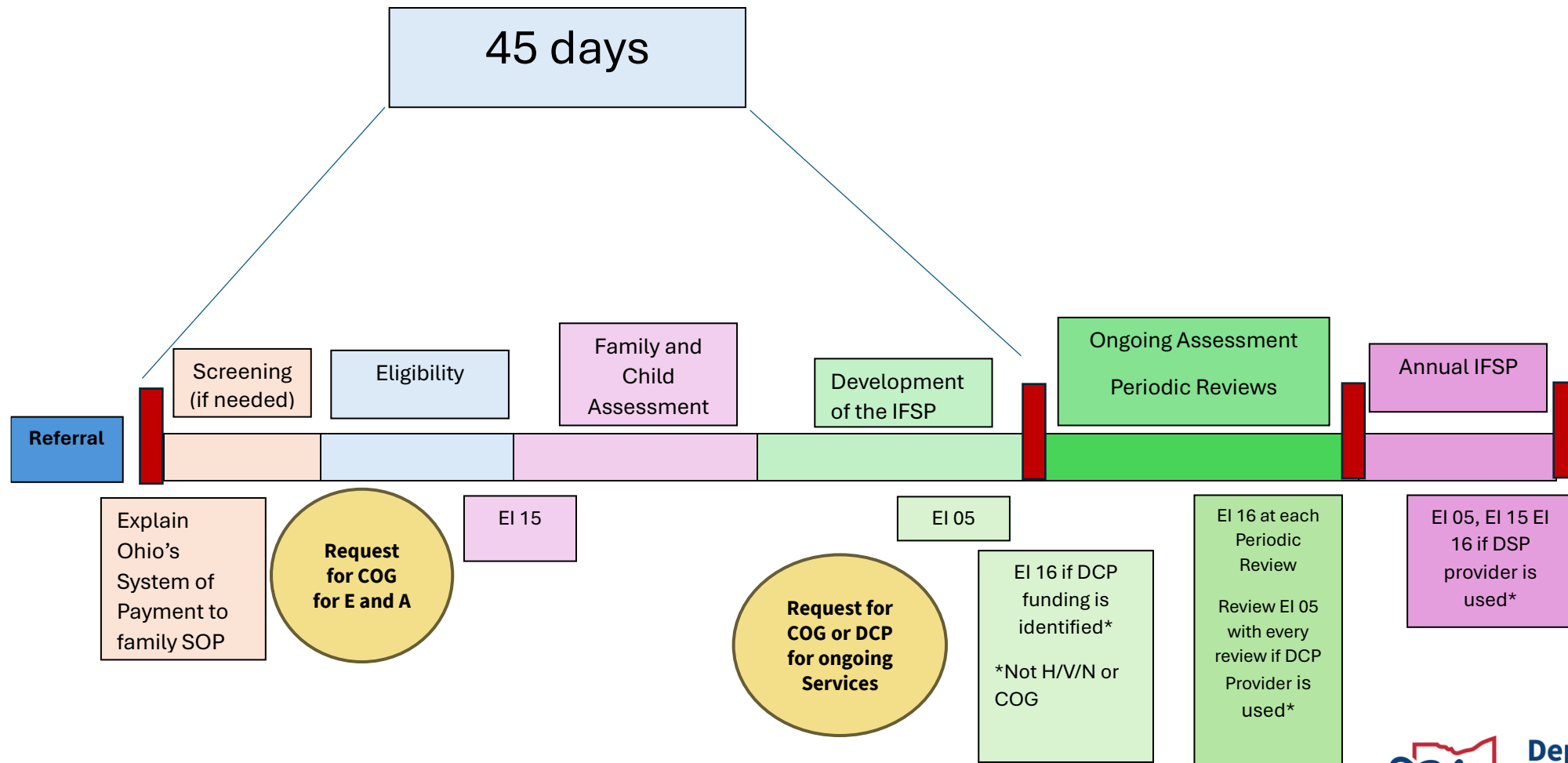
**El System of Payments is the umbrella of all the funding sources that pay for early intervention services.**



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# IFSP/SOP PROCESS/Request for COG/DCP support.



# REQUEST FOR COG OR DCP SUPPORT

E and A Support -  
Welcome to the  
Program  
(Teaming)/ Most  
Likely Worksheet



Ongoing EI Service -  
which would  
include annual  
assessment

## Request for COG OR DCP Support

October 1, 2025

For use by Local County EISC Agency

\* Required

This form confirms that the county has either:

- Exhausted all available funding (including the CBDD earmark) and is requesting support for timely, Part C evaluation & assessment Services or
- Completed the IFSP process, identified needed EI services through teaming using the PSP/SSP worksheet, and lacks the capacity to provide the EI services at the required frequency and duration to meet the child and family outcomes.

# ROLE OF EISC IN IDENTIFYING THE FUNDING SOURCE FOR INITIAL EVALUATIONS & ASSESSMENTS (E AND A)

## Initial Evaluation & Assessments (E&A) Scenarios

### **Local CBDD/EISC can provide & fund:**

EISC schedules E&A with local evaluation and assessment team

### **Local CBDD/EISC can only fund:**

COG/DCP + local agency agreement required; EISC contacts COG/DCP when E&A needed (No form required)

### **Local CBDD/EISC cannot provide or**

**fund:** EISC submits request form and makes a referral to COG/DCP.

# ROLE OF EISC IN IDENTIFYING THE FUNDING SOURCE FOR ONGOING EI SERVICES

## Ongoing EI Services

### **Local CBDD can provide & fund services:**

EISC completes the IFSP, lists CBDD as funding source.

CBDD delivers the EI services.

No form required.

### **Local CBDD can fund but not provide service provider:**

Agreement with COG/DCP required for service delivery.

EISC contacts COG/DCP directly when services are needed.

No form required.

### **Local CBDD cannot fund or provide services:**

EISC coordinates with COG or DCP.

Request form required.

# DCY ROLE: MONITORING

## **DCY and EIFS Responsibilities**

Review the Request  
for DCP/COG  
spreadsheet

Follow up with  
EISCs and/or  
DCP/COGs as  
needed

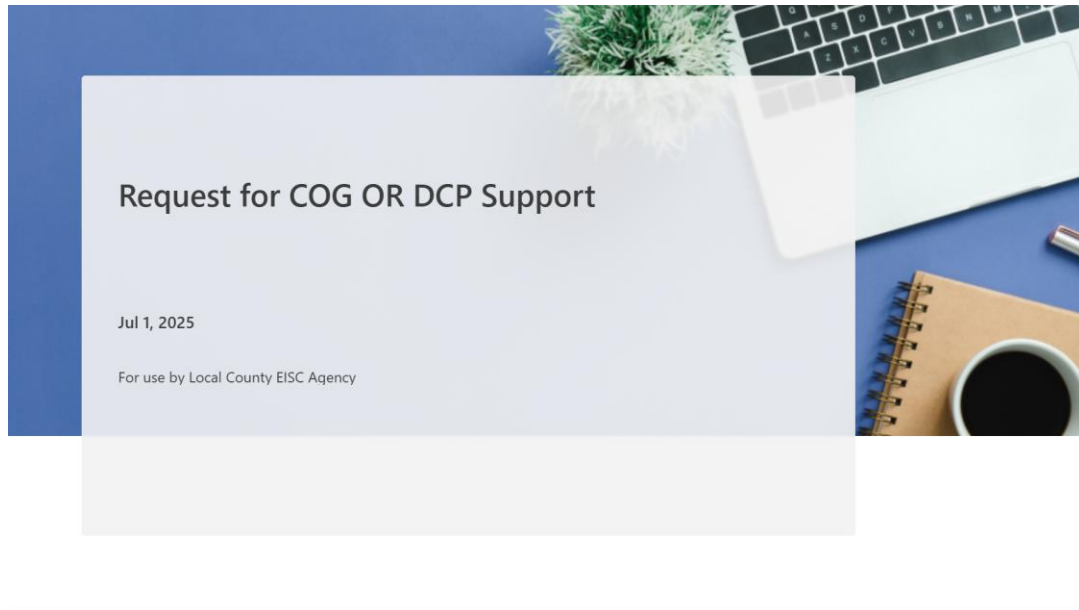
Track trends,  
patterns, and  
statewide capacity

Provide ongoing  
monitoring and TA  
on EI resources and  
statewide capacity

Support  
implementation of  
IFSP billing

Ensure federal and  
state compliance

# EARLY INTERVENTION RESOURCES



# SELECTING *MOST LIKELY* PRIMARY SERVICE PROVIDER

**THIS WORKSHEET FOR SELECTING THE MOST LIKELY PRIMARY SERVICE PROVIDER (PSP) - FIPP, THE IFSP TEAM IDENTIFIES THE NEEDED EI SERVICES, INCLUDING THE PSP, AND SSPS**

*CASEtools*

Core Team as Options for PSP  
 EC \_\_\_\_\_  
 OT \_\_\_\_\_  
 PT \_\_\_\_\_  
 SLP \_\_\_\_\_  
 Other \_\_\_\_\_

**PRIMARY SERVICE PROVIDER APPROACH TO TEAMING**  
**WORKSHEET FOR SELECTING**  
**THE *MOST LIKELY* PRIMARY SERVICE PROVIDER**

	<i>Most likely</i> PSP(s) identified based on:				<i>Most Likely</i> PSP Optional Selected	SSP Options Selected (list)	
	Parent/Family Factors	Child Factors	Environmental Factors	Practitioner Factors			
<b>Tier 1</b>	List Priorities with contexts  Parent/physician Request	List Diagnosis/Condition/Needs (Long term view )  List Interests/Activity Settings	Natural Learning Environments (circle) • Home • Community • Preschool • Child Care • Other	Knowledge/Expertise (personal/professional)	Role Overlap		
<b>Tier 2</b>	Family Dynamics  Individual parent/caregiver characteristics • Language/culture • Knowledge/expertise • Diagnosis/condition • Other		Safety  Distance from program office	Primary service area in geographic region  Billability  Prior relationship  Rapport			
<b>Tier 3</b>	Availability			Availability			
Notes:					<i>Most Likely</i> PSP is:	Role Gap? If so, explain:	Role Assist (SSP):

# SYSTEM OF PAYMENT RESOURCES

## System of Payments

### System of Payments

[SOP Training and Guidance](#)

[For Prospective EI Service Providers](#)

[For Service Coordinators](#)



Payor of Last Resort (POLR) is used when no other funding source is available to pay for an identified Early Intervention service that is needed to meet an outcome on the Individualized Family Service Plan (IFSP). Other funding sources that should be reviewed with the family include Medicaid or private insurance and any local funds, such as county boards of developmental disabilities. With parent consent, public benefits and/or private insurance may be used in conjunction with POLR.

# OHIO EARLY INTERVENTION: SOP RESOURCES

## SOP Training and Guidance

Overview: Comprehensive training on Ohio's SOP rule (OAC 5123-10-23), including process, definitions, service coordinator roles, IFSP procedures, required forms, and funding sources.

Link: [Ohio Early Intervention – SOP Training](#)

## SOP Forms and Guidance

Overview: Access to required SOP forms, including EI-05 (parent consent to bill insurance) and EI-15 (parent ability to pay), plus guidance for completion.

Link: [Ohio Early Intervention – SOP Forms](#)

## System of Payments Parent Brochure

Overview: Brochure explaining Ohio's SOP for EI services; must be provided to families and discussed during IFSP.

Link: [Ohio Early Intervention – SOP Parent Brochure](#)

## Early Intervention Service Delivery Guidance

Overview: Overview of team roles and responsibilities to ensure children and families receive services to achieve outcomes.

Link: [Ohio Early Intervention – Service Delivery Guidance](#)

## Extraordinary Medical Expenses (EME) Explanation

Overview: Guidance on how families can use extraordinary medical expenses to reduce required family participation in EI services.

Link: [Extraordinary Medical Expenses Explanation \(PDF\)](#)

## Trainings

POSC Module 3: [Access Module 3](#)

Additional SOP Training: Contact your Program Consultant or the Early Intervention Funding Specialist for in-person training.

