

Employment Entry – Service Coordinator/Supervisor

- 1. Sign-in to your profile by clicking [here](#)
- 2. Click on Employment

Career Pathways Level

Assessed As:  Previous 06/30/2021

1	2	3	4	5	6
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 Current 12/09/2022

1	2	3	4	5	6
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 ⓘ

Professional Development

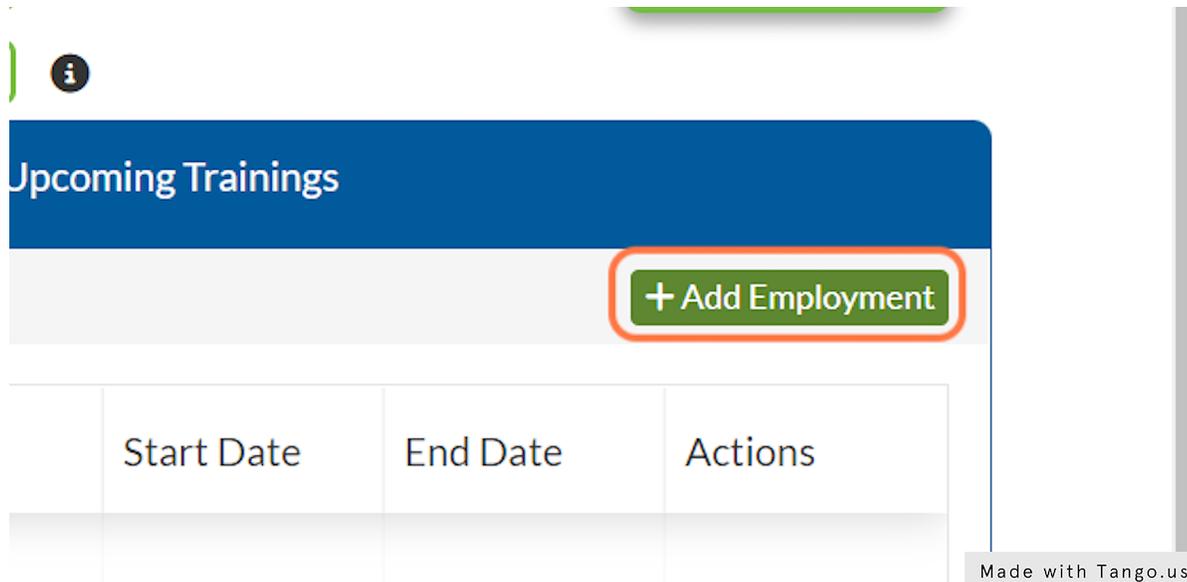
Assessed As:  Pre 06/ Cur 12/

Employment | Credentials | Education | Professional Development

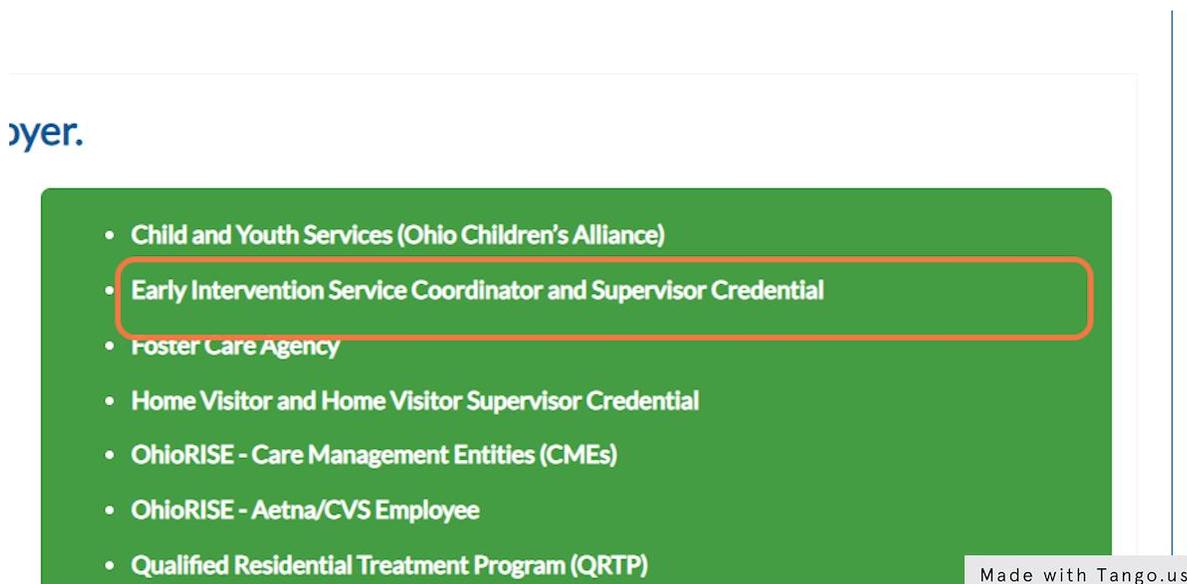
↑↓ Role(s)

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3. Click on Add Employment



4. Click on the top right box that has Early Intervention Service Coordinator and Supervisor Credential



5. Click on Early Intervention Service Coordinator and Supervisor

Add Employment

Which agency are you with?

Child and Youth Services (Ohio Children's Alliance)

Examples:

- Child and Youth Services Worker

Foster Care

Examples:

- Foster Care Licensing Agency Director

Ohio Department of Developmental Disabilities

Examples:

- Early Intervention Service Coordinator and Supervisor

Ohio Department of Health - Infectious Disease

Examples:

- Contract Manager
- Home Visitor
- Home Visitor Supervisor
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6. Click on Enter Program Name or Number and enter your agency's program number starting with 80000

Account Applications Credentials Education **Employment** Professional Development Reports Upcoming Trainings

Add Employment

Employment Type Ohio Department of Developmental Disabilities Back

Select the organization with the correct program type below. You may only select one program type per employment record.

Program Name	Program Number	County	Program Type
Adams Brown Counties Economic Opportunities Incorporated 406 West Plum Street Georgetown, Oh 45121	8000000076	Adams	DODD
Akron Children's Hospital	8000000019	Summit	DODD

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7. Click on your agency's name.

Q 80000

Program Name	Program Number
Adams Brown Counties Economic Opportunities Incorporated 406 West Plum Street Georgetown, Oh 45121	8000000076
Akron Children's Hospital 1 Perkins Square Akron, Oh 44308	8000000019
Allen County Board Of Developmental Disabilities 2550 Ada Rd. Lima, Oh 45801	8000000080

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8. Click on Early Intervention Service Coordinator or Early Intervention Service Coordinator Supervisor.

Account Applications Credentials Education **Employment** Professional Development Reports Upcoming Trainings

Add Employment

Employment Type: Ohio Department of Developmental Disabilities

Program Number: 8000000076

Program Name: Adams Brown Counties Economic Opportunities Incorporated - 8000000076

Role: Early Intervention Service Coordinator Edit Back

When did you start working at this employer?

Next Cancel

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9. Enter your start date then click Next

Program

ms Brown Counties Economic Opportunitie

arly Intervention Service Coordinator

this employer?

01/02/2021

Next

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10. Select Yes

Do you still work in this role at this emplo

Yes No

Next

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11. Click Next

Do you still work in this role at thi

Yes No

Next

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13. Type the number of hours a week you work at the program, or select I prefer not to answer.

Add Employment

Employment Type	Ohio Department of Developmental Disabilities
Program Number	8000000076
Program Name	Adams Brown Counties Economic Opportunities Incorporated - 8000000076

Role	Early Intervention Service Coordinator	Edit
Start Date	01/02/2021	Edit
End Date	Currently Employed	Edit

Back

How many hours a week did/do you work at this program?

Please enter how many hours a week you work at this employment. This information is only used for reporting purposes. A professional's individual data will never be identified or reported.

40

Next I prefer not to answer

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14. Click on Next



Please enter how many hours a week you work at this e
professional's individual data will never be identified or

Next I prefer not to answer

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15. Enter your hourly wage or I prefer not to answer

What is/was your hourly wage in this role?

Please enter your hourly wage for work at this employment. This information is only used for reporting purposes. A professional's individual wage data will never be identified or reported.

Next

I prefer not to answer

16. If you only hold one role at that agency, click on No, complete employment. If you hold more than one role, select Add another role.

Hours per Week	40
Rate	I prefer not to answer

Do you have any additional roles at this employer?

Add another role

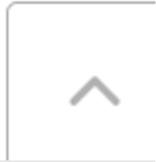
No, complete employment

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17. Click on Save Employment

Primary Employment for

Cancel Save Employment



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18. Click on OK

The screenshot shows a confirmation dialog box with the following text:

Employment Saved

Your employment record was successfully saved.

Substitute - Primary
Assistant Teacher

OK

Support Staff - Primary

Page 1 of 1

20 rows

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