

Principles of Service Coordination: The Role of the Supervisor

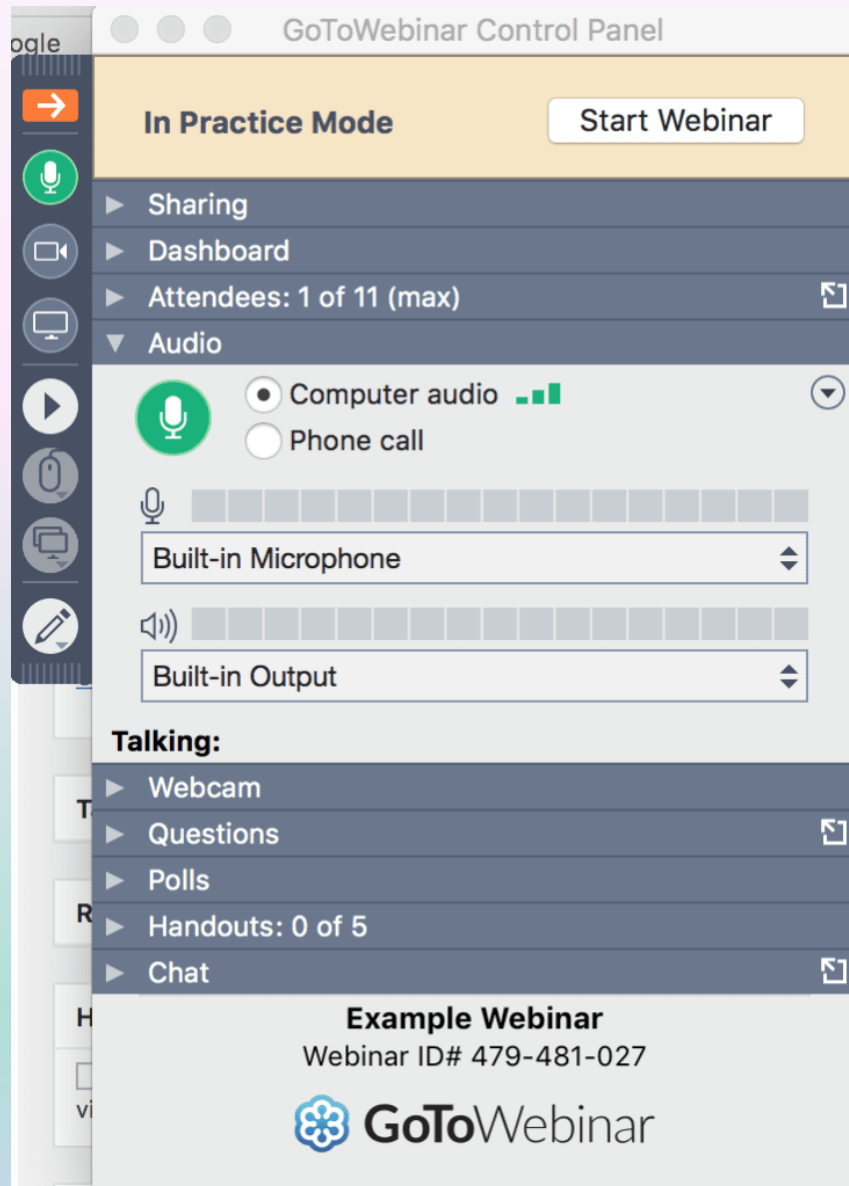
Ohio

Department of
Developmental Disabilities

Jan 2021



GoToWebinar How-tos



Communicating: Type questions/comments in Questions box.

Polls: Poll question will appear on screen. Click in button next to answer.

Handouts: Handouts section of Control Panel.

Certificates: At end of webinar, type name, role and county in the Questions box. Activation code will be given. Certificate in Handouts section of Control Panel.

Recording: Webinar is being recorded. Link to recording will be posted on the Ohio EI website, (ohioearlyintervention.org) in the course description.

Note: CPDUs are not provided for recorded webinars.

Tech tips:

- Close other apps (e.g. email, Word, etc.).
- Use headset if having audio problems.
- Make sure you're using your Computer Audio.
- Dial-in option- phone # on Control Panel.

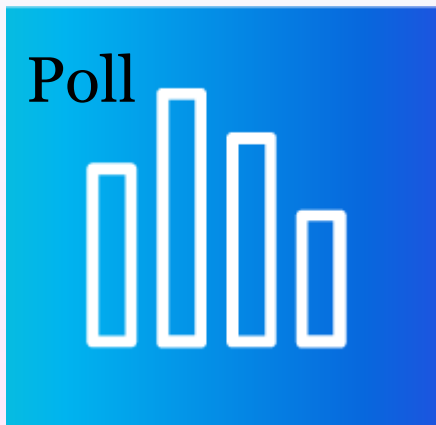
Today's presentation will answer:

Why is supervisor oversight critical to the EISC's success in POSC?

What are the course objectives, content, structure, and format?

What are the timelines?

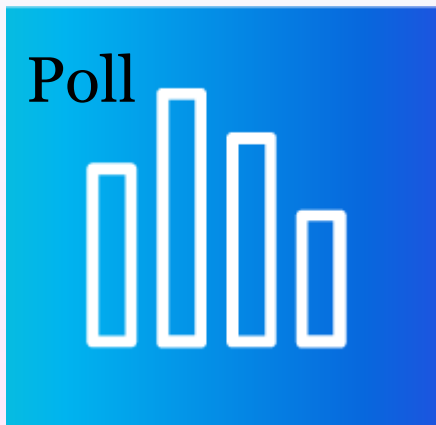
How will Supervisors support their EISCs during the course?



Have you taken the Principles of Service Coordination course?

Yes

No



Have you supervised someone who has taken the Principles of Service Coordination course?

Yes

No

If yes, how did you support the EISC
(type in Questions box)

Goals

Align with:
EI Mission and Key Principles
Early Childhood Ohio's Core Knowledge and Competencies
DEC Recommended Practices

EI Service
Coordinators will
demonstrate
**confidence and
competence** while
adhering to their
federally-mandated
responsibilities.



Ohio will provide
**high quality service
coordination** to all
eligible Ohio families.

Responsibilities of the Supervisor



Has the EISC registered?

Do they understand course
instructions and expectations?

Have they checked the MyLearning
FAQs for technical requirements?
<https://mylearning.dodd.ohio.gov/>

Are they making progress in the
course?

Do they need support on any
content areas or activities?

Why does a supervisor's involvement ensure success?

Transfer Strategy	Before	During	After
Leadership	1!	8	3
Participant	7	5	6
Trainer	2	4	9

Broad, M. L., & Newstrom, J. W. (1995). *Transfer of training: action-packed strategies to ensure high payoff from training investments*. Reading, MA: Addison-Wesley Publishing Company

DEC Recommended Practices





Learner

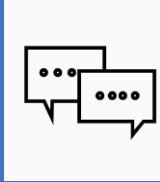


Supervisor
and Manager



Learning
Professional

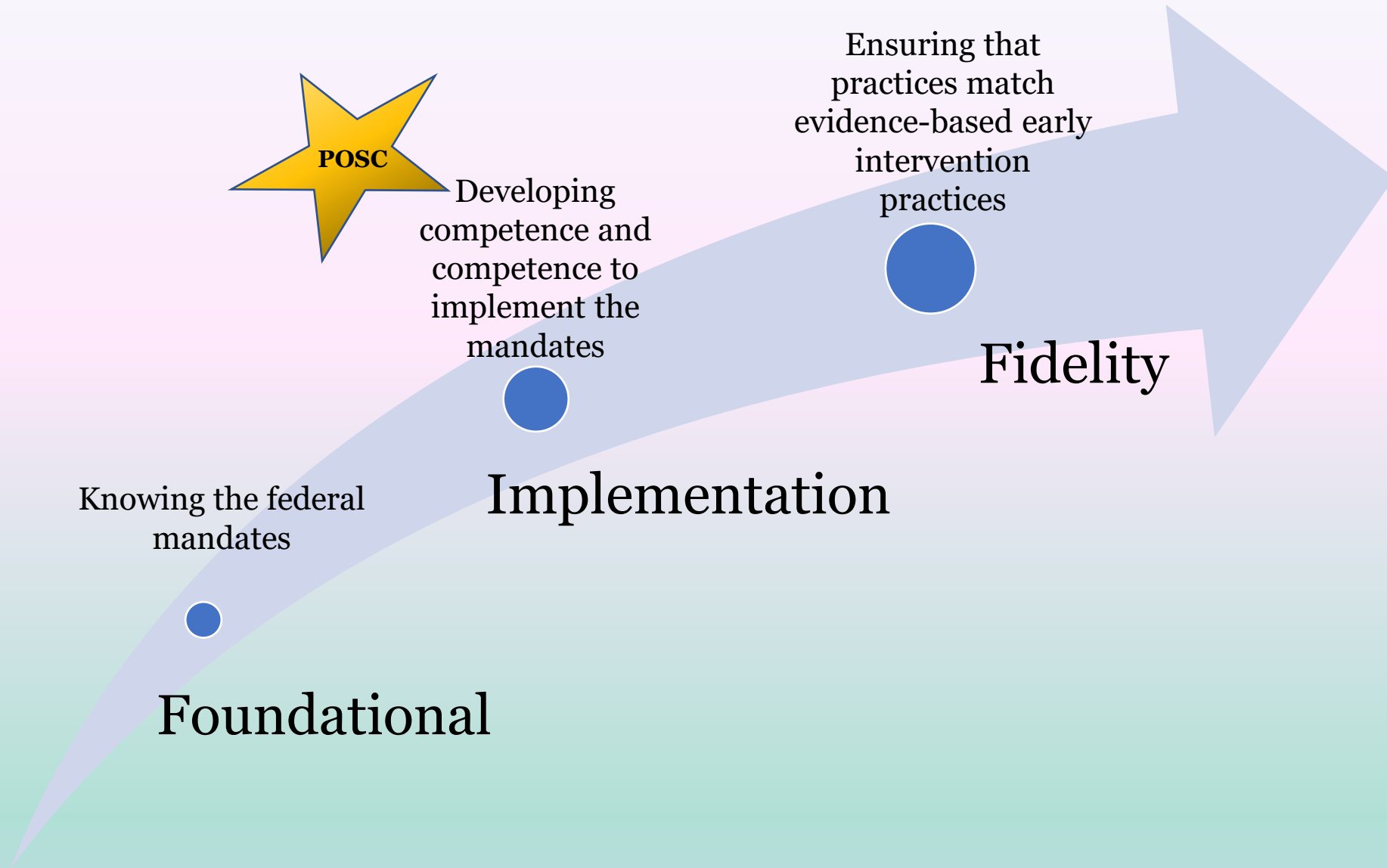
CHAT:
Type in the Questions Box



What ideas do you have
to support your EISC
and monitor their
progress?







How is the course structured?

Module 1

- Open at any time
- No enrollment code



Modules 2-5

- Complete sequentially
- Enrollment code required

Modules 6-8

- Open at any time
- Do not have to be completed in order
- No enrollment code


What does the course look like?




DODD MyLearning
Department of
Developmental Disabilities

[See All Courses](#) [My dashboard](#)

(EI-021) Principles of Service Coordination: Module One - Introduction to Early Intervention



 Home / [My courses](#) / [Early Intervention](#) / (EI-021) Principles of Service Coordination: Module One - Introduction to Early Intervention

(EI-021) Principles of Service Coordination: Module One - Introduction to Early Intervention

This course is a part of the Principles of Service Coordination training series available to Early Intervention service coordinators and supervisors only. The lessons and assignments within this course are separated out into several sections that fall within the objectives of module one. They can be taken at any pace, but it is recommended to complete each individual lesson within one sitting to prevent progress within the lessons from getting lost.

This course must be completed with a passing score in order to access *Principles of Service Coordination: Module Two - The First 45 Days in Early Intervention*.

If you have any questions about the coursework or lesson within this course, reach out to the instructor listed.

Building the EISC Toolbox


Restricted


Available from **January 31 2021, 8:00 AM**

Understand Parent Rights and Procedural Safeguards

Restricted

Available from **January 31 2021, 8:00 AM**


 INTERACTIVE LESSON: Parent Rights in Early Intervention


 ASSIGNMENT: Early Intervention Service Coordinator Roles


Identify and Understand the 15 Mandated Responsibilities of Service Coordinators

Restricted

Available from **January 31 2021, 8:00 AM**

 LESSON: What is IDEA?


 ASSIGNMENT: Explaining Parents' Rights


 LESSON: Service Coordination Duties

Understanding the Importance of Part C IDEA

Restricted


Available from **January 31 2021, 8:00 AM**


 LESSON: Explaining Evidence-Based Early Intervention Model


 ASSIGNMENT: Explaining EI to Families Script Writing

Identify and Understand the Mission and Key Principles

Resources

 [Module One Resources](#)

 [Parent Rights Writing Rubric](#)

 [Introducing Families to EI Writing Rubric](#)

Course Contacts

Module One Instructor

Steven Guyton
614-466-5567
steven.guyton@dodd.ohio.gov

Need Help?

View the system requirements for taking DODD MyLearning online courses [here](#).

1-800-617-6733 option 4

ITSCallCenter@dodd.ohio.gov

My files

No files available

[Manage private files...](#)

Consultant

IT Contact info

How is the content organized?

1

Introduction to Early Intervention

2

The IFSP Part 1: Evaluation and Assessment and Child Outcomes Summary

3

The IFSP Part 2: EI Services, Funding and Outcomes and Strategies

4

Monitoring Service Delivery

5

Transition

6


Teaming and the role of the EISC on the Team

7

Compliance

8

Special Topics



Who should
take the new
Principles of
Service
Coordination
course?

How does an EISC register?

[MyLearning](https://mylearning.dodd.ohio.gov/course/index.php?categoryid=10)

<https://mylearning.dodd.ohio.gov/course/index.php?categoryid=10>

POSC Registration	Passcode Needed?
Modules 1	No
Modules 2-5	Yes
Modules 6-8	No

My Transcripts

View

Download PDF

DODD MyLearning Transcript

Andrea Belanger

Transcript created:01/05/2021

This transcript is a record of the courses you have successfully completed with a passing score

User Name:wrena

(EI-029) High-Quality Case Notes in Early Intervention Documentation Recorded Webinar

Activity Information

Activity Name	Grade and Completion Details	DODD CPD Hours/Type	Other Available Credits	Other
High-Quality Case Notes in EI	Grade :80.00 Completed Date:10/9/2018 Grade :83.00 Completed Date:09/13/2018	NA	NA	NA


passcode

Timelines for the Course

January 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

www.blank-calendar.com

Rule 5123-10-04 (1) (b): One-year credential may be renewed one time for those who need more time to complete the requirements for the five-year credential.

A photograph of a woman with blonde, wavy hair, smiling and looking towards the camera. She is wearing a brown button-down shirt. In the foreground, on the left side, there is a blurred profile of another person's face, looking towards the woman. The background is out of focus.

How will
the EISC
Supervisor
oversee
course
progress?

POSC Resources

Table of contents

Welcome

[Resource Links](#)

ODH Ohio Early Intervention Rules

Worksheet for Selecting the Most
Likely PSP

Choosing the Most Likely PSP

IFSP Process Chart

Infant/Toddler Development
Overview

High-Quality Case Notes in
Early Intervention

EI IFSP Quality Rubric

Functional Assessment Overview

Authentic Child Assessment
Practices Checklist

Assessment Handbook

Infant/Toddler Assessment

Professional Development
continues **after** the course



How will the EISC Skills Inventory be used?

Early Intervention Service Coordinator (EISC) Skills Inventory

This tool is used for obtaining five-year credentials. Additionally, EISC Supervisors can use this tool to identify areas where the EISC may need additional support. For areas in which the EISC is struggling, consider having them retake the Principles of Service Coordination (POSC) training module associated with that area.

This tool can also be used:

- to ensure EISCs are implementing the ten federally mandated responsibilities,
- to ensure that all the skills are met so EISCs can obtain their five-year credential,
- to implement the county's TA and Training plan, and
- to support the professional development of Ohio's EISCs.

In line with the POSC modules, this tool includes eight content areas that follow the Individualized Family Service Plan (IFSP) process, as well as several reflective questions. In each of the content areas, select "Yes" if the EISC demonstrates the skill at least 80% of the time.

Each "Yes" is worth 1 point and each response to the open-ended, reflective questions for Service Coordinators is worth 1 point. The total score for the EISC is the total number of "Yes" responses to the skill questions plus the total number of responses to the reflective questions. Responses of "NA" are not included in the scoring total, so the total points possible is the total number of questions for which the response was not "NA." While "NA" is an option for some items, it should only be selected in limited circumstances if there was no opportunity to observe interactions or review records to determine whether the SC demonstrates the skill. Items for which "NA" is a valid option are marked with an asterisk. When used to obtain a five-year credential, EISCs must score at least an 80%. A list of items included in the tool follows.

Identifying the Parent

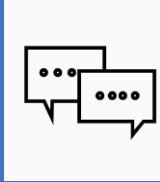
Parent means a biological or adoptive parent of a child, a guardian, a foster parent or person acting in place of a biological parent or adoptive parent with whom the child lives, or an appointed surrogate parent, consistent with 34 C.F.R. 303.27. Skills in this area may be observed or verified via record review.

1. Accurately identifies the parent for EI purposes
2. Uses resources provided by DODD to accurately identify the parent, such as the crosswalk or Parent Rights brochure*

If the child is not residing with a biological or adoptive parent:

3. Determines if there is a judicial order awarding custody to a person or agency*
4. If there is a judicial order, requests a copy of the judicial order from child protective services (CPS)*
5. If there is not a judicial order, makes at least two attempts to locate the biological parent using different methods, such as phone call and letter*
6. Documents inability to locate the parent*
7. If unable to locate parents after 14 days, identifies a person who meets the definition of parent in order to provide Prior Written Notice (PWN) and obtain consent in order to complete the requirements for determining eligibility and completing assessments*
8. When parent is correctly identified, ensures informed consent, uses PWN forms, and discusses waiver of the waiting period

CHAT:
Type in the Questions Box



What ideas do you have
to support your EISC
and monitor their
progress?



A woman with blonde hair, wearing a grey t-shirt and a patterned scarf, is sitting on a brown couch. She is holding a newspaper or magazine. To her right, a child is standing, wearing a blue and white striped shirt and blue jeans. The child is also wearing a blue and white plaid shirt over their shoulders. The background is a light green wall with a framed picture.

Testing out of POSC:
Who can test out and how?

[illegible]

Kelli Lanzot
(614) 466-4077
Kelli.Lanzot@dodd.ohio.gov

Tiffany Madden
(513) 735-8271
Tiffany.Madden@dodd.ohio.gov

Shelly Palumbo
(614) 705-1199
Shelly.Palumbo@dodd.ohio.gov

Karen Kincaid
(614) 466-2795
Karen.Kincaid@dodd.ohio.gov

Henry Matthews
(614) 728-2729
Henry.Matthews@dodd.ohio.gov

Technical Support

ITSCallCenter@dodd.ohio.gov

1-800-617-6733, Option 4



MyLearning System Requirements

The web-based courses on DODD MyLearning are designed for modern browsers. These courses include video and interactions that require a strong and consistent internet connection.

Detailed requirements are below.

Browser Support*

Browser	Minimum Version	Recommended Version
Google Chrome	68.0.3440	Latest version
Microsoft Edge	Edge 17	Latest version
Apple Safari	Safari 11	Latest version
Mozilla Firefox	60.3.0	Latest version

*Microsoft Internet Explorer is no longer supported. Any course you take with this browser will not register completion correctly.

Mobile Support

Operating System	Minimum Version	Recommended Version
Android OS 4.4 or later	Google Chrome Mobile v69.2.3497	Latest version
Apple iOS 10 or later	Safari Mobile v10.0.1	Latest version

Required Plug-ins

JavaScript and font downloads must be enabled in your browser in order to access online courses and have them work properly.

Browser Performance

To view DODD MyLearning courses without interruption make sure you

- have a strong and consistent Internet connection, using mobile data is not recommended and could cause time-out issues
- clear out your browser cache.
- and use a compatible browser and make sure the browser and required plug-ins are up-to-date.

Need Help?

Contact ITSCallCenter@dodd.ohio.gov or call 1-800-617-6733, option 4.

Submitting an IT ticket

ids@dodd.ohio.gov

OR

[DODD portal https://dodd.ohio.gov/wps/portal/gov/dodd/](https://dodd.ohio.gov/wps/portal/gov/dodd/)

[Privacy Notice and Policies](#) [Sitemap](#) [DODD Insider](#) [Feedback](#)

Create a Ticket

Please submit your issue below with any relevant information.
The more information provided, the better we will be able to help you.

User Information

* Caller

Lori Myers

✕

▼

Caller e-mail

Lori.E.Myers@dodd.ohio.gov

Caller phone

1-614-644-0262

Caller location

James A Rhodes Office Tower 13

✕

▼

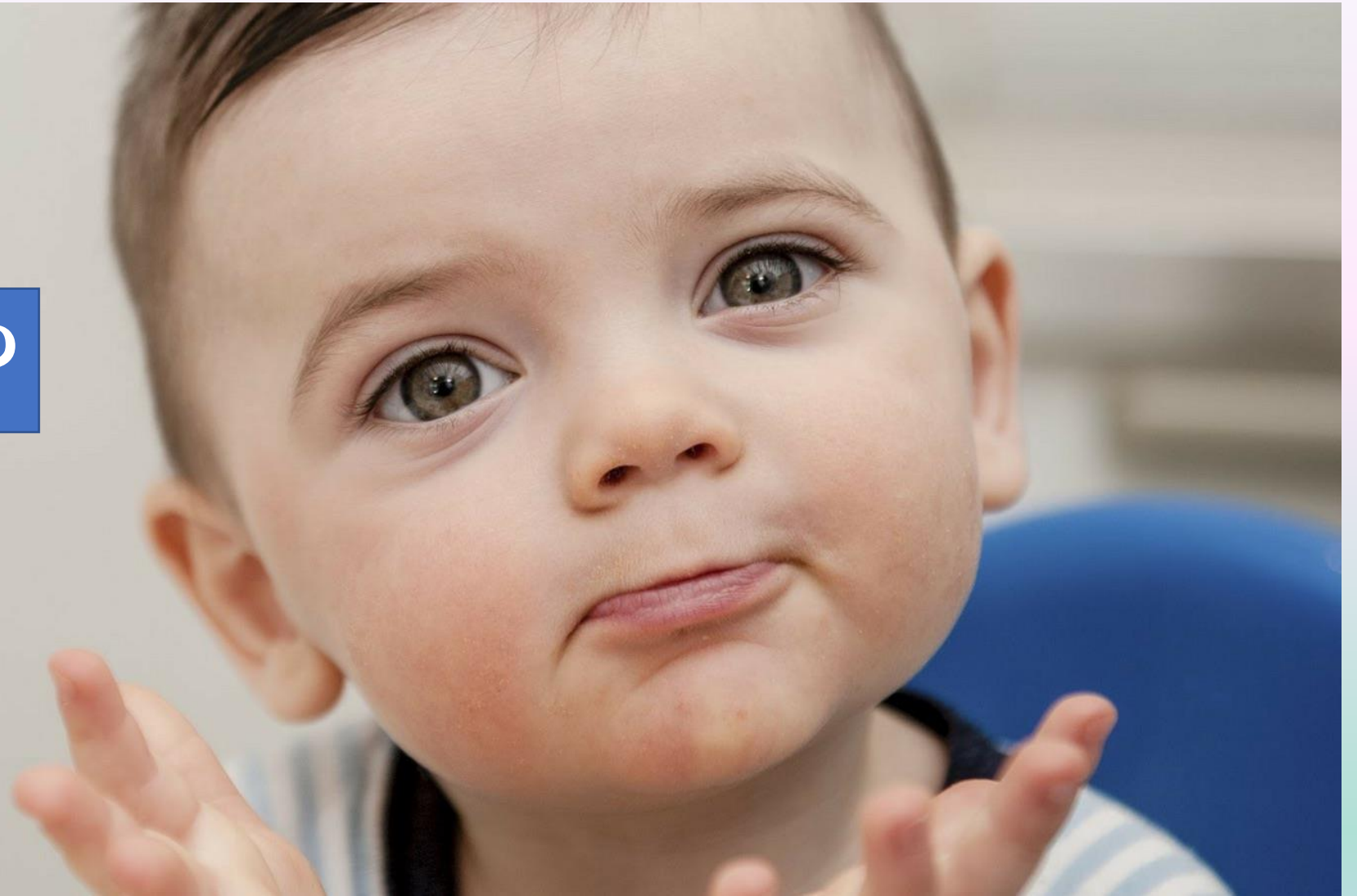
Issue Information

* Short description

* Describe your issue in detail

Submit

Questions?



Attendance/Certificates: Please type your name, role and county into the Questions box. If participating as a group, please include names of all participants.

Activation code is **IFS0119**.

Certificates will be emailed. You will need to enter the code on your certificate. For assistance with certificates, please contact Shakila Dixon, Shakila.Dixon@dodd.ohio.gov

Recording: The webinar was recorded. Link to the recording will be posted on the Ohio EI website, ohioearlyintervention.org. Note: CPDUs are not provided for recorded webinars.





Special thanks to the following
counties for participating in the
POSC pilot:

Cuyahoga
Delaware
Franklin
Lucas
Mercer
Miami
Ottawa
Perry
Tuscarawas