

How to Apply for a Early Intervention Service Coordinator or Early Intervention Service Coordinator Supervisor

- 1. Create a profile in the Ohio Professional Registry https://registry.occrra.org/user/register
- 2. In your registry profile upload required trainings to the Training tab
- 3. In your registry profile upload required education to the Education tab
- 4. In your registry profile access the application via the Applications tab of the registry profile.
 - a. If you currently do not hold a credential, select which application you are applying for. You have the option to choose one of the following:
 - i. Early Intervention Service Coordinator 1-Year
 - ii. Early Intervention Service Coordinator 5-Year
 - iii. Early Intervention Service Coordination Supervisor-1-Year
 - iv. Early Intervention Service Coordination Supervisor-5-Year
 - b. If you are a currently credentialed professional, scroll down to the application menu below, choose the current application that is approved for the current timeframe, click action and select renew. This will take you to the "transition" application that is valid for 5 years.
- 5. In the application, complete all fields in the Applicant Information sections.
- 6. In the Training Requirement section, select the corresponding trainings in the drop down. Trainings need to be verified in your profile for them to show up in the drop down.
- If applicable: in the attachments section upload employment letter for EISC agency or DODD provided employment verification form stating applicant is employed by or under contract with an Early Intervention service coordination agency.

If applicable: Non-agency approved major requires at least two years of verified full-time (or equivalent part-time) supervised, paid experience as referenced in rule 5123-10-04.

If applicable: Training waiver(s).

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8. Click on Submit Application

For information about the application's verification process, refer to the Status in the Applications tab for information. <u>*The application chart WILL NOT display when using Internet Explorer, therefore we require use of Google Chrome or Mozilla Firefox.</u>

The following Status may display:

- 1. Draft application was started, but not submitted for review
- 2. Submitted application is submitted and waiting for review
- 3. Unable to verify credential cannot be issued
- 4. Approved credential has been issued or renewed
- 5. Add'l Info applicant needs to take additional action to fulfill the requirements of the credential. Hover over the "i" for guidance notes.

Account	Applications	Credentials	Education	Employment	Instructor	PD Certificate	Reports Trainin	g Upcoming	Trainings
Please select the a protation you would like to fill out. If an application does not appear as a link, there may be additional information required in your profile to activate the application. Once an application has seen at the provide of the provide the set of the progress of the application in the status field.									
Home Vision (ODH) Service Coordinator (DODD)									
Home Visit, r Applic tion + Home Visit, a Group isor Application +					If credentialed as a Service Coordinator (1, 2, 3 or Sup) prior to July 1, 2019, you must renew your current credential application by finding your current application below, clicking the Action link and selecting Renew.				
International Education					Early Intervention Service Coordinator Application - 1 Year				
International Education Application					Early Intervention Service Coordinator Application - 5 Years				
						Early Intervention Se	ervice Coordinator Su	pervisor Applicat	ion - 1 Year
Not currently credentialled Early Intervention S							ervice Coordinator Su	pervisor Applicat	ion - 5 Years
Hamming org. Application Workforce Development									
POWER OF View the status of									
School Age Endorsement your application									
School-Age Endorsement Application (Level 1) i									_
School-Age Endorsement Application (Level 2) i								77 7	
School-Age Endorsement Application (Level 3)									
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Applicatio	on Name		Туре	Su	bmitted Date	Approved Date	Expiration Date	Status	•
Internatio	nal Education		Initial					Draft	Action 👻
Early Inte	rvention Service C	oordinator I	Initial	20 10	18-08-07 :56:57	2018-08-06	2019-08-17	Approved	Action -
School-Ag	e Endorsement I (Assistant Teacher) Initial	20 14	18-10-09 :47:31	2018-10-15	2018-10-08	Approved	Action -
School-Ag	e Endorsement II	(Lead Teacher)	Initial	20 15	18-10-09 :37:02	2018-10-17	2020-10-16	Approved	Action -
School-Ag	School-Age Endorsement I (Assistant Teacher) Initial 2018-10-15 17:07:40							Ad Currently credentialled professionals- click action,	
Early Intervention Service Coordinator I Initial				20 10	018-07-05 Un select rene			select renew	