

Personnel Qualification Guidelines

ESIT Early Intervention Practice Guide

Topic: Personnel Qualification Standards

Early intervention (EI) services, according to Part C of IDEA, are developmental services provided under public supervision and provided by qualified personnel (CFR303.13). Qualified personnel mean personnel who have met State requirements in the areas in which they are conducting evaluations, assessments or are providing services (CFR303.31). The services and personnel listed in this guidance are not exhaustive. Providers and employers should consult with their County Lead Agency (CLA) or their Early Supports for Infants and Toddlers (ESIT) Program Consultant with questions about including other types of services or personnel in the Individualized Family Service Plan (IFSP).

Personnel Requirements in Washington State for Early Intervention Professionals

The chart below summarizes a review of all Washington statutes and the rules of all Washington agencies applicable to serving children eligible under IDEA Part C and their families and was current as of the date of this guidance. Employers and applicants should consult the websites of the Washington State Department of Health (DOH) and Office of the Superintendent for Public Instruction (OSPI) for the most current requirements. These sites also address appropriate credentials and procedures for applicants from out of state.

EI Service (CFR303.13(b))	Discipline (CFR303.13(c))	Education	Credential
Assistive Technology Assists in the selection, acquisition, or use of an assistive technology device used to increase, maintain, or improve functional capabilities of child	Teacher, OT, PT, SLP, Audiologist, etc.	Specialized knowledge of technologies in their field	DOH license in their field or ESA Certificate/OSPI
Audiology Identifies auditory impairments, provides auditory training, assists in selecting/fitting devices, etc.	Audiologist	Master's or Doctorate in Audiology	DOH license RCW 18.35 WAC 246-828 https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionalsNewReneworUpdate/Audiologist/LicenseRequirements
	School Audiologist	Master's in Audiology	ESA Certificate/OSPI

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<p>Family Training Counseling, and Home Visits</p> <p>Assists the family in understanding the child's special needs and enhancing the child's development</p>	<p>Social workers, psychologists, and other : qualified personnel when training caregivers in their field of practice</p>	<p>All qualified personnel listed here except for FRCs</p>	<p>Related DOH license or ESA Certificate/OSPI</p>
<p>Health Services</p> <p>Provides services necessary for child to benefit from EI such as consultation physicians on special health care needs, etc.</p>	<p align="center">See Medical and Nursing Services</p>		
<p>Medical Services</p> <p>Assists in determining developmental status and need for Part C services</p>	<p>Physician (e.g. Family Practitioner, Pediatrician, Ophthalmologist)</p>	<p>Doctor of Medicine Graduation from an accredited or approved medical school</p>	<p>DOH license RCW 18.71 WAC 246-918 https://wmc.wa.gov/licensing/licensing-requirements</p>
<p>Nursing Services</p> <p>Improves or restores functioning, promotes health and development, etc.</p>	<p>Registered Nurse (RN)</p>	<p>Graduation from approved nursing program</p>	<p>DOH license RCW 18.79 WAC 246-840 https://www.doh.wa.gov/LicensesPermitsandCertificates/Nursing Commission/NurseLicensing/RegisteredNurse/LicenseRequirements</p>
	<p>Licensed Practical Nurse under supervision of RN</p>	<p>Completion of approved nursing program</p>	<p>DOH license https://www.doh.wa.gov/LicensesPermitsandCertificates/Nursing Commission/NurseLicensing/LicensedPracticalNurse</p>
	<p>School Nurse</p>	<p>Bachelor's in nursing from an accredited program</p>	<p>DOH License or ESA Certificate/OSPI http://www.k12.wa.us/Certification/ESA/SchoolNurse1.aspx</p>

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<p>Nutrition Services</p> <p>Provides nutrition and feeding assessments, addresses nutritional needs, provides referrals to carry out nutrition goals</p>	Nutritionist	Bachelor's in nutrition, dietetics or related field	<p>DOH license RCW 18.138 WAC 246-822</p> <p>https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/DietitianandNutritionist/LicenseRequirements</p>
	Dietician	Bachelor's in nutrition, dietetics or related field	<p>DOH license RCW 18.138 WAC 246-822</p> <p>https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/DietitianandNutritionist/LicenseRequirements</p>
<p>Occupational Therapy</p> <p>Addresses functional needs related to adaptive development, behavior, play, sensory, motor and postural development</p>	Occupational Therapist	Graduation from a nationally accredited, board-approved school	<p>DOH license RCW 18.59 WAC 246-847</p> <p>https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/OccupationalTherapist</p>
	Occupational Therapist Assistant under supervision of an OT	Graduation from a nationally accredited, board-approved school	<p>DOH license RCW 18.59 WAC 246-847</p> <p>https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/OccupationalTherapist</p>
	School Occupational Therapist	Bachelor's from an American OT Association approved institution	<p>ESA Certificate/OSPI http://www.k12.wa.us/Certification/ESA/OccupationalTherapistl.a.spx</p>
<p>Physical Therapy</p> <p>Addresses sensorimotor function through enhancement of musculoskeletal status, neurobehavioral organization, perceptual and motor development,</p>	Physical Therapist	Graduation from an accredited school	DOH license
	Physical Therapist Assistant under supervision of a PT	Graduation from an accredited school	<p>DOH license RCW 18.74 WAC 246-915</p> <p>https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/PhysicalTherapist/LicenseRequirements</p>

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cardiopulmonary status, and effective environmental adaptation	School Physical Therapist	Bachelor's from an American PT Association approved Institution	ESA Certificate/OSPI http://www.k12.wa.us/Certification/ESA/PhysicalTherapistI.aspx
Psychological Services Administers assessments; interprets information about child behavior and conditions related to learning, mental health, and development; and provides psychological counseling for children, parents, and families; consults on child development, parent training, and education	Psychologist	Doctorate from a regionally accredited institution	DOH license RCW 18.83 WAC 246-924 https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/Psychologist/LicenseRequirements
	School Psychologist	Master's in School Psychology	ESA Certificate/OSPI http://www.k12.wa.us/Certification/ESA/SchoolPsychologistI.aspx
Service Coordination (Family Resources Coordination) Assists and enables a child and family to receive services and understand rights, including procedural safeguards, required under part C of IDEA	Family Resources Coordinator	Complete basic training provided by the DCYF BA in EI field or equivalent suggested	Registration with the DCYF
Sign Language or Cued Language Teaches sign language, cued language, and	Speech-language Pathologist personnel	See Speech-language Pathology	See Speech-language Pathology

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<p>auditory/oral language; provides oral transliteration services (such as amplification); provides interpretation</p>	<p>Teacher of the Deaf</p>	<p>See Special Educator</p>	<p>See Special Educator</p>
<p>Social Work Services Addresses patterns of parent-child interaction; provides social or emotional developmental assessment, individual and family counseling, social skill building, and coordination with community resources</p>	<p>Licensed Independent Clinical Social Worker (LICSW) or Licensed Advanced Social Worker (LASW) or Associate-Advanced and Independent Clinical Social Worker (AACSW)</p>	<p>Master's from accredited program</p>	<p>DOH license RCW 18.225 WAC 246-809 https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/SocialWorker</p>
	<p>School Social Worker</p>	<p>Master's in social work or approved program</p>	<p>ESA Certificate/OSPI http://www.k12.wa.us/Certification/ESA/SchoolSocialWorkerl.aspx</p>
	<p>Registered Social Worker</p>	<p>Master's from accredited program</p>	<p>DOH License RCW 18.19 WAC 246.810 https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/AgencyAffiliatedCounselor/LicenseRequirements</p>
<p>Special Instruction Promotes acquisition of skills in a variety of areas, including cognitive and social interaction; addresses learning environments; provides families with information, skills, and support to enhance skill development of the child; plans curriculum to achieve IFSP outcomes</p>	<p>Special Education Teacher</p>	<p>Graduation from an approved program</p>	<p>Special Education or Early Childhood Special Education endorsement (preferred)/OSPI www.k12.wa.us/certification/TeacherMain (Exception: Endorsement is not required if a person applied for their certificate prior to July 1, 1987.)</p>
	<p>Teacher of the Deaf</p>	<p>Graduation from an approved program</p>	<p>Deaf Education endorsement/OSPI</p>
	<p>Teacher of the Visually Impaired</p>	<p>Graduation from an approved program</p>	<p>Teacher of the Visually Impaired endorsement/OSPI</p>
	<p>Para-educator under supervision</p>	<p>See OSPI Guidelines</p>	<p>OSPI Certificate in development, currently not required (7/2018) http://www.k12.wa.us/certification/Paraeducator.aspx</p>

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<p>Speech-language Pathology</p> <p>Identifies children with communication or language disorders and delays; provides habilitation, rehabilitation, or prevention of communication or language disorders and delays; provides referrals</p>	<p>Speech-Language Pathologist</p>	<p>Master's degree in speech-pathology or communication disorders</p>	<p>DOH license RCW 18.35 WAC 246-828</p> <p>https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/SpeechLanguagePathologist/LicenseRequirements</p>
	<p>Speech-Language Pathology Assistant under supervision of a SLP</p>	<p>Board-approved associate degree certificate of proficiency, or bachelor's degree from a speech, language, and hearing program</p>	<p>DOH license RCW 18.35 WAC 246-828</p> <p>https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/SpeechLanguagePathologyAssistant/LicenseRequirements</p>
	<p>School Speech-Language Pathologist</p>	<p>Master's degree in speech-pathology or communication disorders</p>	<p>ESA Certificate/OSPI http://www.k12.wa.us/Certification/ESA/SpeechLanguagePathologistl.aspx</p>
<p>Vision Services</p> <p>Assesses visual functioning, including diagnosis and appraisal of visual disorders, delays, and abilities that affect development; refers for medical and other services necessary for habilitation or rehabilitation of visual functioning disorders; provides communication skills training, orientation and mobility training, and</p>	<p>Teacher of the Visually Impaired</p> <p>Orientation and Mobility Specialist (for the blind and visually impaired)</p>	<p>Graduation from an approved program</p> <p>Bachelor's and meets course requirements for certification with the Association for the Education and Rehabilitation of the Blind and Visually Impaired (AER)</p>	<p>Teacher of the Visually Impaired endorsement/OSPI</p>

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visual training to activate visual motor abilities			
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Use of Paraprofessionals and Assistants

Paraprofessionals and assistants who are trained and supervised according to State law may be employed to assist in service provision. (CRF303.119(c)). In general, paraprofessionals, assistants, emergency and temporary hires may carry out planned activities on the IFSP created by their supervisor. Supervision guidelines must be in place...Insurance billing requirements may differ for paraprofessionals and assistants or they may not be billable.

Temporary Employment

When qualified professionals, paraprofessionals or assistants cannot be found after documented good faith efforts, the State may allow the most qualified individuals, who are making documented progress toward the requirements to work under supervision. (303.119(d)). DOH and OSPI generally allow the individual up to a year to complete necessary requirements to work unsupervised.

Supervision Guidelines

Employers should refer to professional standards (i.e. OT, PT, ASHA links) governing particular disciplines as their guidance varies as to the nature, frequency and length of supervision. In general, paraprofessionals, assistants and emergency and temporary hires must have contact with the supervising therapist as often as needed for the provision of quality services. This means at least face to face contact at the beginning of services and at least once per month.

Documentation of supervisory activities should be recorded and available upon request of the DCYF or the CLA. Supervisors may also need to sign off on records for billing purposes.

Emergency and Chronic Personnel Shortages

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When there is no qualified professional, assistant, nor anyone working toward requirements available, activities needed to meet outcomes must still be listed on the IFSP and must still be delivered. Teams may discuss alternative professionals to implement activities if appropriate, may connect with surrounding communities to cooperatively plan, may use tele-practice, if appropriate or consult with the DCYF.

Links

OSPI ESA Certification www.k12.wa.us/certification/ESAMain

OSPI Teacher Certification www.k12.wa.us/certification/TeacherMain

DOH www.doh.wa.gov/LicensesPermitsCertificates