

1. Applicant Requirements:

- Bachelor's Degree required
- At least 2 years' experience in Early Intervention, at least one of those years must be in a Rhode Island Early Intervention Program
- Letter of support from applicant's supervisor with approval from the EI Program Director

2. Coursework/Training (3.0 Credit course or 35 hours of approved workshops/trainings) in the following areas:

- Early Childhood Development
- Working With Families, could include:
 - Family Relationships
 - Engaging Families
 - Parent-Child Relationships/Attachment Theory
 - Family Systems Theory
- Assessment and Evaluation
- Working with children with special needs, could include:
 - Medical aspects of development
 - Specific Disabilities
 - Atypical Development

3. Evidence (See list below) documented in a portfolio that meets expectations and demonstrates competencies in the following areas:

- Intake activities
- Evaluation/Assessment
 - Pre-assessment
 - Administration of evaluation/assessment tools
 - Reporting Results (written and verbal)
 - Ongoing Assessment
- IFSP planning and development
 - Document process
 - Concerns and priorities
 - Outcomes development
 - Services
 - 6 month review

- Transition
- Service Delivery
- Team Functioning
- Service Coordination and Collaboration

4. Personal reflection of each area of expectation

5. Meetings/Supervision with Advisor

Suggested Portfolio Documentation Methods

- ✚ Performance evaluations, including comments, ratings, or observations within the annual performance evaluation specific to the competency
- ✚ Interviews with candidate, other staff, supervisor(s), or other service providers. Interviews with family, as appropriate
- ✚ Observation with a written record of observation
- ✚ Written work samples
- ✚ Coursework and documentation of successful completion
- ✚ In-service training with documentation of in-service objectives relative to the competency and how information is applied
- ✚ Written document or summaries of experience with specific examples related to the competency
- ✚ Videotape
- ✚ Independent study with written description of how the self- study relates to the competency and how it has been applied
- ✚ Letters of reference related to the competency which includes examples