

Early Intervention Certification Application Checklist

Instructions: Please use the Application Checklist to organize the materials to submit and check all that apply. You may fill in the fields electronically or hand write the information. Make three copies of the application checklist, self-assessment and supporting documentation of core competencies, and Individual Professional Development Plan (IPDP) and mail this application package to:

CDD-Children's Integrated Services-Early Intervention Certification Committee
NOB 1 North, 280 State Drive
Waterbury, VT 05671-1040

Your name:

Your Region and Supervisor:

Number of years working for CIS-EI:

Date: [Click here to enter a date.](#)

- Online Application <https://www.surveymonkey.com/r/EIapplication> has been completed and submitted.
- Not applicable at this time: \$50 Application Processing Fee: Please make check payable to the State of Vermont.

I. Knowledge and Experience Self-Assessment and Documentation: Pick either no. 1 or no 2.

1. Knowledge and Experience Self- Assessment for Early Intervention
For individuals with a bachelor's degree in Special Education, Early Education, Physical or Occupational Therapy, Speech, Social Work, Nursing, Psychology, or other related field include **3 copies of each of the following:**

- the cover sheet.



- Self-Assessment for Early Intervention Knowledge and Competencies
- 2 examples of evidence of competency for each of the 16 areas – documents from work and training certificates within the last five years.
- If you graduated from an institution of higher education within the last 5 years, please include a copy of your transcript.

- 2. Knowledge and Experience Self- Assessment for Early Intervention*
There is no additional materials needed for individuals that hold a Vermont Agency of Education Professional Licensure for Early Childhood Special Education or an ECFMH Credential. Please make sure to complete the online survey application (see I.) and the online Early Intervention Regulations to Practices modules and tests (see III.).

II. Individual Professional Development Plan (IPDP): Check all that apply.

- 1. I met with my supervisor to discuss my IPDP on [Click here to enter a date](#).
- 2. I have evidence of knowledge of and experience in all 16 competencies and did not include require an IPDP goal to enhance or build a new skill.
- 3. I have enclosed a copy of the updated IPDP to include goals, strategies and deadlines to enhance my skills and competencies based on the self-assessment.

III. Online Quizzes: <https://northernlightscv.org/wp-content/uploads/2019/09/2019-08-02-CIS-Early-Intervention-Training-Modules.docx>

- I completed the online modules and took the tests. I enclosed printouts of the quiz results indicating that I achieved the passing requirement of 80% correct.

IV. Evaluation:

- I have completed the survey to provide input about the process: <https://www.surveymonkey.com/r/vteicert>.

Questions about the EI Certification process?
Please contact Sonja.Bracey@ccv.edu

