Your application was accepted. Now what?

A 3-month Temporary credential will be issued crediting any Core Knowledge Hours earned from official college transcripts. The following trainings must be taken and certificates sent to Provider Connections by the expiration date:

- Online System Overview Follow-Up
- Online Service Coordination Training
- Online Service Coordination Blended/Cohort Training

Within 18 months of the Temporary credential being issued, Service Coordinators must document the completion of educational experiences as approved by the Department of Human Services that include at least 2 semester college hours of, or the equivalent (30 clock hours or CEU credit hours) in, each of the following EI core knowledge content areas:

- Development of Young Children, Typical (15 clock hours) and Atypical (15 clock hours)
- Working with Families of Young Children with Disabilities (30 clock hours)
- Intervention Strategies for Young Children with Special Needs (30 clock hours)
- Assessment of Young Children with Special Needs (30 clock hours)

Please use the Service Coordinator Tracking Sheet for your Core Knowledge Hours.

When using the Service Coordinator Tracking Sheet, please submit the certificates to Provider Connections in the same order they are listed on the tracking sheet. Certificates from Core Knowledge Hours trainings need to be scanned into one document and emailed to providerconnections@wiu.edu or faxed to 1-309-298-3066. The only time they can be sent as individual attatchements is if there are 5 certificates or less. Please do not send certificates in a zip file.

During your 18 month temporary credential period you will also need to submit the Consultation Verification Form, documenting 240 hours of consultation. Either your CFC manager or the Lead Service Coordinator can sign off on these hours on the Clinical Professional Consultant line. The Consultation Verification form can be submitted anytime, as soon as the hours are completed.

Training Details

All new applications for Service Coordination received by Provider Connections on February 1, 2020 or after, will be required to complete their System Training requirement by:

1. successfully completing the Service Coordination Online blended (online modules + workbook activities + 4, weekly webinars) AND
2. attending the Online System Overview Follow-Up face to face training (after completion of the Service Coordination online modules)

For Service Coordinator credential applications received by Provider Connections February 1, 2020 or later, they will no longer be required to complete the Online System Overview modules.

- The Service Coordination Online blended training and the Online System Overview One-Day Follow-Up (SOFU) face-to-face contain all of the necessary and required system elements for Service Coordinators. For the most high-quality experience with the content, we highly recommend completing the Service Coordination online modules + workbook activities in month 1, participating in the weekly webinars in month 2, and attending the SOFU after completion of the Service Coordination online modules (in month 2 or 3).
- Within 18 months of receiving the credential, Service Coordinators must document the following: completion of educational experiences as approved by the Department that include at least 2 semester college hours of, or the equivalent (30 hours or CEU credit hours) in each of the following EI core knowledge content areas:
  - Development of Young Children, Typical and Atypical
  - Working with Families of Young Children with Disabilities
  - Intervention Strategies for Young Children with Special Needs
  - Assessment of Young Children with Special Needs

The following resources are provided to assist you and your team:
At-a-Glance: Service Coordination Online (Blended) training (pdf)
Illinois Service Coordinator Training Requirements and Opportunities (pdf)
SC Online (Blended) Resources
Quick link for SOFU registration