

# EI Credential/Certification Announcements and Reminders

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02/26/2026

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# AGENDA



EISC Reminders



EISC Transition Credentials



Professional Development  
Documentation



Continuing Professional  
Development (CPD) Tracker



EISC/DS Application Checklists



Q&A

## Questions

Please type all questions into the Q&A section.

## Recording

This presentation will be recorded and available for future viewing.

## PowerPoint Slides

You will receive these PowerPoint slides via email. They will also be posted on the EI website.

## CPDUs

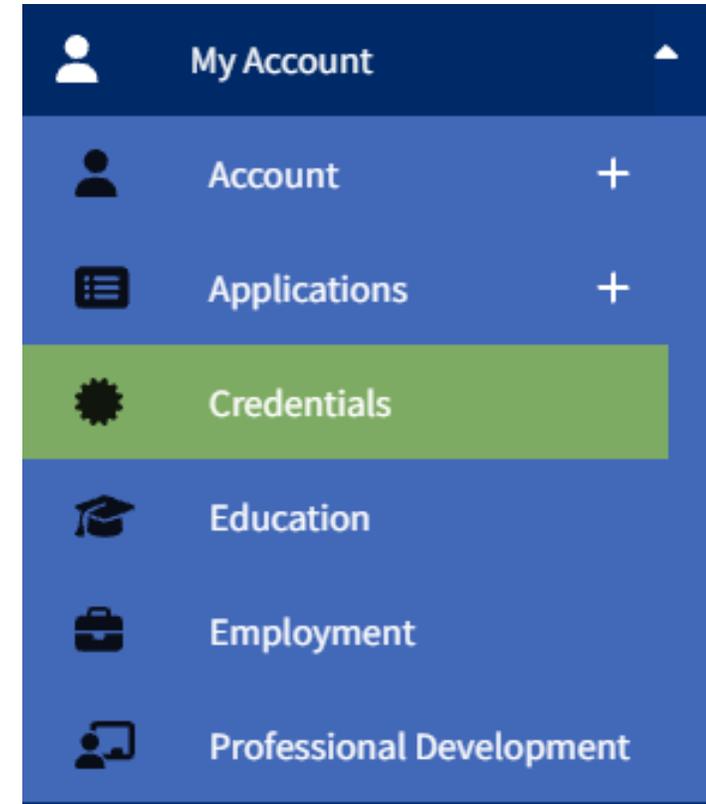
This informational webinar is not approved for CPDUs.

The background features several overlapping, semi-transparent blue geometric shapes, primarily parallelograms and trapezoids, arranged in a dynamic, layered pattern. The colors range from a deep, solid blue to a very light, almost white blue, creating a sense of depth and movement. The shapes are positioned primarily on the left and right sides of the frame, leaving a clear white space in the center for the text.

# **EISC REMINDERS**

# EISC CREDENTIAL REMINDERS

- ➔ EISC Credential extensions were granted in 2024 and 2025 that ensured no credentials expired prior to January 2026.
- ➔ EISC credentials are now expiring normally.
- ➔ Check your EISC Credential expiration date in the “Credential” tab of your OPR profile.
- ➔ New [EISC User Guide](#) is available.



# EISC TRANSITION CREDENTIALS

- EISC Transition holders will not renew their current credential.
  - Must obtain either 5 Year EISC or 5 Year EISC Supervisor credential.
- Must meet following requirements:
  - All components of Principles of Service Coordination series
  - 50 hours of approved professional development

## [EISC Transition Credential Instructions](#)

Service Coordinator Credential	—
Early Intervention Service Coordinator - 1 year	
Early Intervention Service Coordinator - 5 year	
Early Intervention Service Coordination Supervisor - 1 year	
Early Intervention Service Coordination Supervisor - 5 year	

Service Coordinator Credential	—
Early Intervention Service Coordinator - 1 year	
Early Intervention Service Coordinator - 5 year	
Early Intervention Service Coordination Supervisor - 1 year	
Early Intervention Service Coordination Supervisor - 5 year	

The background features several overlapping, semi-transparent blue geometric shapes, primarily parallelograms and trapezoids, arranged in a dynamic, layered pattern. The colors range from a light sky blue to a deep, vibrant blue. The shapes are positioned on the left and right sides of the frame, leaving a large white central area.

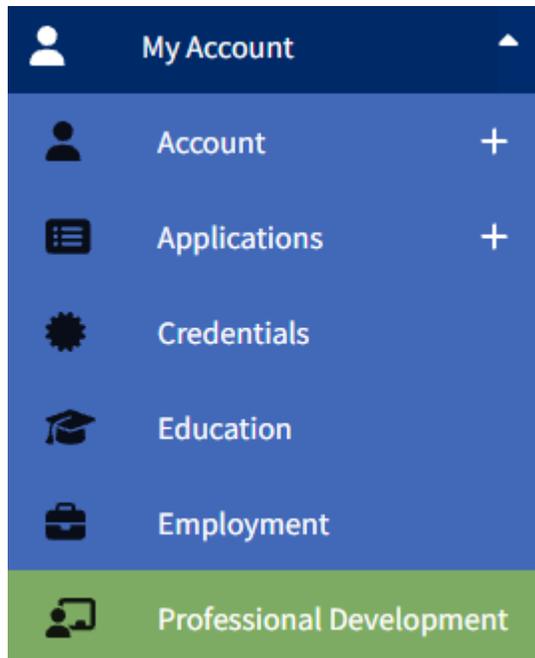
**QUESTIONS?**



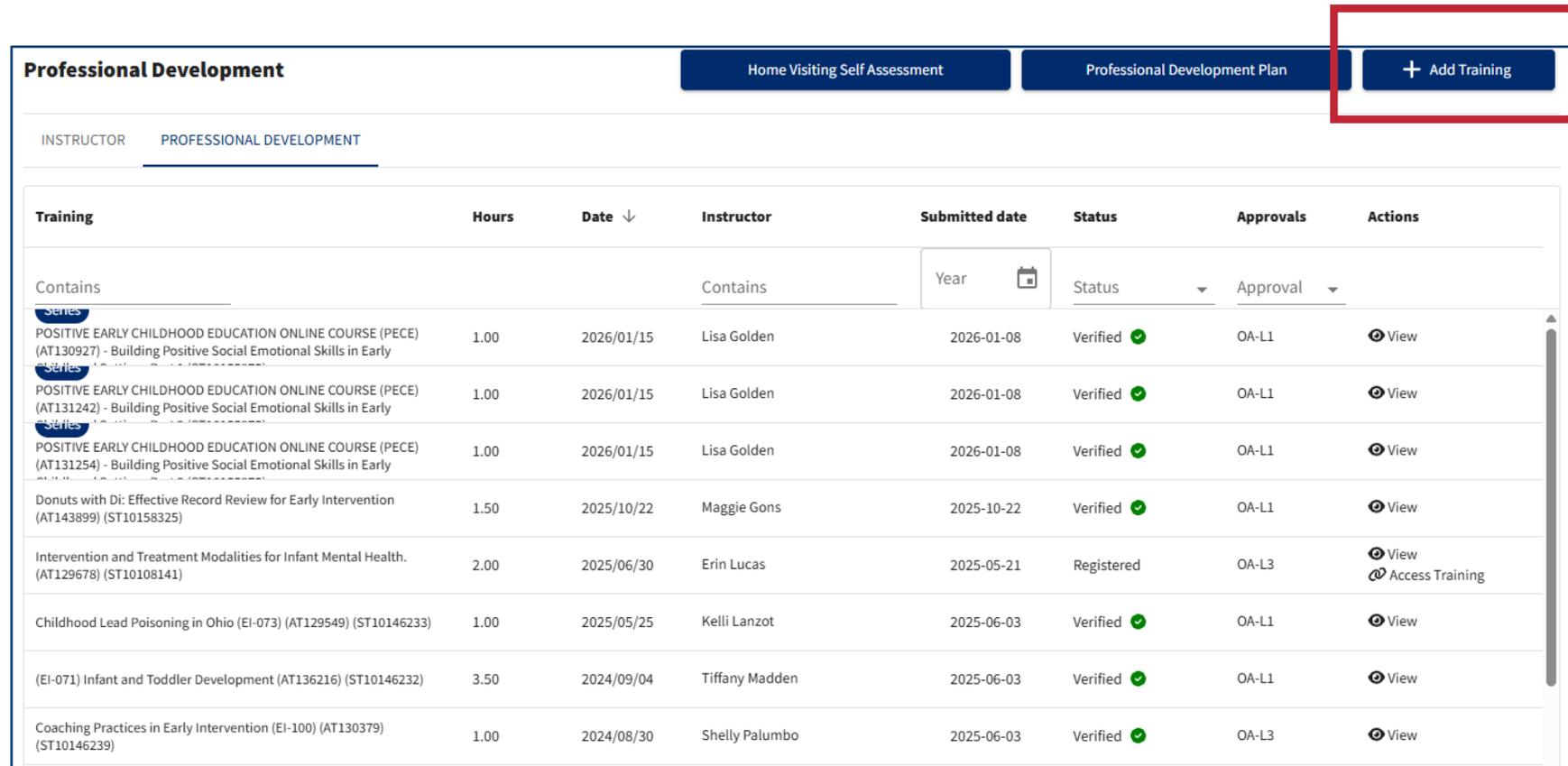
# **PROFESSIONAL DEVELOPMENT DOCUMENTATION**

# PROFESSIONAL DEVELOPMENT DOCUMENTATION

- In general, training certificates should be uploaded to the “Professional Development” tab in your OPR profile.



A vertical sidebar menu titled "My Account" with a user icon and an upward arrow. The menu items are: Account (+), Applications (+), Credentials, Education, Employment, and Professional Development (highlighted in green).



The "Professional Development" dashboard interface. At the top, there are three buttons: "Home Visiting Self Assessment", "Professional Development Plan", and "+ Add Training" (highlighted with a red box). Below the buttons, there are tabs for "INSTRUCTOR" and "PROFESSIONAL DEVELOPMENT". The main content is a table with columns: Training, Hours, Date, Instructor, Submitted date, Status, Approvals, and Actions. The table lists several training entries with details like course names, hours, dates, instructors, and submission dates.

Training	Hours	Date ↓	Instructor	Submitted date	Status	Approvals	Actions
Contains			Contains	Year	Status ▾	Approval ▾	
POSITIVE EARLY CHILDHOOD EDUCATION ONLINE COURSE (PECE) (AT130927) - Building Positive Social Emotional Skills in Early	1.00	2026/01/15	Lisa Golden	2026-01-08	Verified	OA-L1	View
POSITIVE EARLY CHILDHOOD EDUCATION ONLINE COURSE (PECE) (AT131242) - Building Positive Social Emotional Skills in Early	1.00	2026/01/15	Lisa Golden	2026-01-08	Verified	OA-L1	View
POSITIVE EARLY CHILDHOOD EDUCATION ONLINE COURSE (PECE) (AT131254) - Building Positive Social Emotional Skills in Early	1.00	2026/01/15	Lisa Golden	2026-01-08	Verified	OA-L1	View
Donuts with Di: Effective Record Review for Early Intervention (AT143899) (ST10158325)	1.50	2025/10/22	Maggie Gons	2025-10-22	Verified	OA-L1	View
Intervention and Treatment Modalities for Infant Mental Health. (AT129678) (ST10108141)	2.00	2025/06/30	Erin Lucas	2025-05-21	Registered	OA-L3	View Access Training
Childhood Lead Poisoning in Ohio (EI-073) (AT129549) (ST10146233)	1.00	2025/05/25	Kelli Lanzot	2025-06-03	Verified	OA-L1	View
(EI-071) Infant and Toddler Development (AT136216) (ST10146232)	3.50	2024/09/04	Tiffany Madden	2025-06-03	Verified	OA-L1	View
Coaching Practices in Early Intervention (EI-100) (AT130379) (ST10146239)	1.00	2024/08/30	Shelly Palumbo	2025-06-03	Verified	OA-L3	View

# PROFESSIONAL DEVELOPMENT DOCUMENTATION

- When uploading, be sure to title the upload with the same title that appears on the certificate.



The screenshot shows a form with the following elements:

- A text input field labeled "Title\*" containing the text "Same Title as Shown on Certificate".
- A date selection field labeled "Training Date" with a calendar icon and a red border. Below it, the text "Training Date is Required" is displayed in red.
- A file upload field labeled "Upload a PDF File\*" with a "SELECT" button. Below it, the text "Upload is Required" is displayed in red.

- OCCRRA may take up to 30 business days to review uploads, **but you can still submit an application if trainings are marked as “Submitted”.**

# PROFESSIONAL DEVELOPMENT DOCUMENTATION

## MyLearning Trainings

- MyLearning trainings should transfer to the OPR within 48 hours if the OPIN is entered into the MyLearning profile.
  - For assistance with managing your MyLearning profile, contact [ITSCallCenter@dodd.ohio.gov](mailto:ITSCallCenter@dodd.ohio.gov).
- Do **not** manually upload MyLearning certificates into your Professional Development tab.
- If MyLearning trainings did not transfer to the OPR within 48 hours, contact [eitraining@childrenandyouth.ohio.gov](mailto:eitraining@childrenandyouth.ohio.gov) for course verification.



# PROFESSIONAL DEVELOPMENT DOCUMENTATION

Other situations in which uploading a certificate is not necessary:

- The training was taken inside the OPR.
  - You registered for the course through the OPR (Battelle, etc.).
  - You completed a course with an agency that has an automatic connection to the OPR, similar to MyLearning (OCALI, OhioTrain, etc.).
- When in doubt, you can:
    - Wait a few days to see if the course completion appears on its own in your PD tab.
    - Contact the agency or course instructor to find out if they will document your attendance in the OPR.

# PROFESSIONAL DEVELOPMENT DOCUMENTATION

## Common reasons certificates are denied in the OPR

- Certificate for MyLearning training
- No name
- No trainer name & signature
- No date
- No time length indicated
- Course not approved for CPDUs for discipline marked in Employment tab
  - Check [DODD ESC Database](#) for courses that are approved



# PROFESSIONAL DEVELOPMENT DOCUMENTATION

Why was my PD denied?

Two ways to check:

1. Professional Development Tab

Training ↑	Hours	Date ↓	Instructor	Submitted date	Status	Approvals	Actions
Contains			Contains	Year	Status ▾	Approval ▾	
No Name Certificate	0	2026/02/06		2026-02-06	Action Needed	Non-OA	Edit Download

**HOVER**

06 Action Needed Non-OA

06 Training: Form Incomplete: Missing participant name. Please upload complete form with the name of the participant to this entry and resubmit.

# PROFESSIONAL DEVELOPMENT DOCUMENTATION

Tip: You can search your PD by using the filters.

**Professional Development** Home Visiting Self Assessment Professional Development Plan + Add Training

INSTRUCTOR PROFESSIONAL DEVELOPMENT

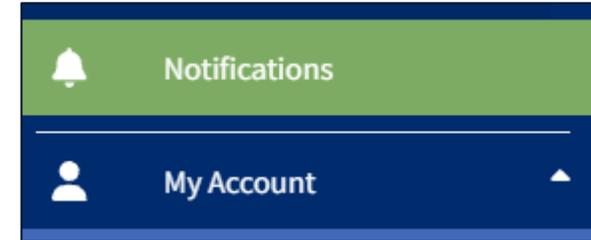
Training	Hours	Date ↓	Instructor	Submitted date	Status	Approvals	Actions
Contains			Contains	Year	Status ▼	Approval ▼	
No Name Certificate	0	2026/02/06		2026-02-06	Submitted		View Download
POSITIVE EARLY CHILDHOOD EDUCATION ONLINE COURSE (PECE) (AT130927) - Building Positive Social Emotional Skills in Early	1.00	2026/01/15	Lisa Golden	2026-01-08	Verified	OA-L1	View
POSITIVE EARLY CHILDHOOD EDUCATION ONLINE COURSE (PECE)	1.00	2026/01/15	Lisa Golden	2026-01-08	Verified	OA-L1	View

# PROFESSIONAL DEVELOPMENT DOCUMENTATION

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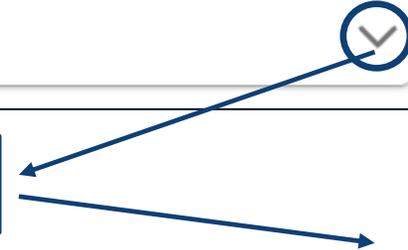
2. Notifications Tab



Professional Development Record Denied 2026-02-09 09:38:07 AM



CLICK



Professional Development Record Denied 2026-02-09 09:38:07 AM

*i* Training: Form incomplete: Missing participant name.

Your professional development entry has been denied.

VIEW MORE

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**QUESTIONS?**



# **CONTINUING PROFESSIONAL DEVELOPMENT (CPD) TRACKER**

# CPD TRACKER

## WHAT



The [Continuing Professional Development \(CPD\) Tracker](#) is a tool that allows professionals to document, track, and calculate their professional development.

## WHO



This tool will be **required** for all EISC, EISC Supervisors, and DSs **renewing** a 5 Year certification/credential, as well as Transition credential holders moving to a 5 Year credential.

## WHY



This tool will help expedite application processing and assist professionals with tracking their professional development over the 5-year certification period.

## WHEN



This tool will be required beginning **March 2, 2026**.



# CPD TRACKER: RHIANNON MONKS, 5 YEAR DS CERTIFICATION 6/11/25 – 6/10/30

Training ↑	Hours	Date ↓	Status
Contains			Status
<input checked="" type="checkbox"/> AAC and Young Children: Supporting Communication in Infants and Toddlers (AT142701) (ST10156103)	1.00	2026/02/10	Verified <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> No Name Certificate	0	2026/02/06	Action Needed <input type="checkbox"/>
<input checked="" type="checkbox"/> POSITIVE EARLY CHILDHOOD EDUCATION ONLINE COURSE (PECE) (AT130927) - Building Positive Social Emotional Skills in Early	1.00	2026/01/15	Verified <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Donuts with Di: Effective Record Review for Early Intervention (AT143899) (ST10158325)	1.50	2025/10/22	Verified <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Intervention and Treatment Modalities for Infant Mental Health. (AT129678) (ST10108141)	2.00	2025/06/30	Registered
<input checked="" type="checkbox"/> (EI-071) Infant and Toddler Development (AT136216) (ST10146232)	3.50	2024/09/04	Verified <input checked="" type="checkbox"/>

Need to reupload certificate

Not approved for EI CPDUs

Course not yet completed

Course completed before start date of current certification

Training Title (should be same title as listed in the OPR)	Hours	Date of Completion	Approval # (if available)	CPDUs toward which credential? (DS, EISC, or both)
AAC and Young Children: Supporting Communication	1	2/10/2026	2500321-1	<input checked="" type="checkbox"/> DS <input type="checkbox"/> EISC/Supervisor
Donuts with Di: Effective Record Review	1.5	10/22/2025	2500578-1	<input checked="" type="checkbox"/> DS <input type="checkbox"/> EISC/Supervisor
				<input type="checkbox"/> DS <input type="checkbox"/> EISC/Supervisor

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**QUESTIONS?**



# APPLICATION CHECKLISTS

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- Tools to help EI professionals track credential requirements and steps in the application process.
- Completion is **not** required.
- DS Application checklists found on the last page of the [DS Certification At A Glance document](#).
- EISC Application Checklists found on last page of [EISC Credential Requirements document](#).



The background features several overlapping, semi-transparent blue geometric shapes, primarily parallelograms and trapezoids, arranged in a dynamic, layered pattern. The colors range from a deep, solid blue to very light, almost white, translucent shades. The shapes are oriented diagonally, creating a sense of movement and depth. The central text is positioned in the white space between these shapes.

**QUESTIONS?**

# KEY RESOURCES/CONTACTS

- [OPR Early Intervention Credentialing/Certification webpage](#)
- [Ohio Early Intervention – EISC Credentialing](#)
- [Ohio Early Intervention – DS Certification](#)

For questions regarding  
Credential/Certification requirements,  
MyLearning training verification,  
CPDUs, etc., contact:

[eitraining@childrenandyouth.ohio.gov](mailto:eitraining@childrenandyouth.ohio.gov)

For questions regarding OPR  
functionality, your OPR profile,  
application status, etc., contact:

[support@occrra.org](mailto:support@occrra.org)



# MIKE DEWINE

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## GOVERNOR OF OHIO

### CONNECT WITH DCY



<https://childrenandyouth.ohio.gov/home>



[info@childrenandyouth.ohio.gov](mailto:info@childrenandyouth.ohio.gov)



<https://www.facebook.com/ohdcy>



<https://twitter.com/OhioDCY>



<https://www.instagram.com/ohiodcy/>



<https://www.youtube.com/@OhioDCY>





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