



Procedure Letter 42

TO: Early Identification and Inclusion Stakeholders

FROM: Kara B. Wentz, Director

DATE: May 18, 2026

SUBJECT: Early Intervention Service Coordinator Qualified Personnel

Background

Ohio Administrative Code (OAC) rule 5180-10-02 outlines the requirements for Early Intervention (EI) eligibility and services. Each child under the age of three who is referred for EI services and suspected of having a developmental delay or disability must receive a timely, comprehensive, multidisciplinary evaluation. If the child is determined to be eligible, the rule further requires a multidisciplinary child assessment and a family-directed assessment.

[Appendix B](#) of OAC rule [5180-10-02](#) states only qualified personnel may conduct evaluations and assessments or provide EI services. Appendix B also includes a non-exhaustive list of professionals who meet the definition of qualified personnel.

Purpose

This procedure letter clarifies that credentialed Early Intervention Service Coordinators (EISCs) and EISC supervisors meet the designation of qualified personnel as described in Appendix B of OAC rule 5180-10-02. As a result, credentialed EISCs and EISC supervisors are permitted to conduct evaluations and assessments. This clarification is intended to increase the availability of qualified personnel and support timely access to evaluations, assessments, and service delivery.

Contact

If you have any questions, please email ei@childrenandyouth.ohio.gov.

Rules/Forms

The chart indicates the impacted Ohio Administrative Code (OAC) rules and/or required forms.



OAC Rules	DCY Forms
5180-10-02	DCY 00194