

## **Personnel Training And Development Committee Report for the March 8, 2000 Virginia Interagency Coordinating Council Meeting**

The Personnel Training and Development Committee (PTDC) is continuing to work to finalize the application and review process for the early intervention assistant (EIA) occupational category. The pilot phase is to be completed by October 2000, with six to ten persons being included in the pilot process, representing various regions of the state. The pilot will allow for approval of the qualifications of current early intervention generalists who choose to become early intervention assistants, as well as those persons hired in March, 1999, as EIAs, who have the eighteen months to achieve the occupational category. The PTDC has met in January and February 2000, with additional meetings being set for March 8, April 7, and May 12. Product development underway includes the completion of the application package, including the mentor's role and guidance for the mentor; completion of review panel process, including training for review panel teams; and the formative and summative evaluation process, including procedures. The Cultural Diversity Advisory Committee is reviewing the competencies for the early intervention assistant to provide guidance as to how the candidate for the early intervention assistant occupational category may provide evidence and reflection to demonstrate cultural competency.

The Personnel Training and Development Committee has also reviewed the status of "service coordinator" in regard to Component IX, Part C Personnel Standards Table, Virginia Policies and Procedures, 1999. Members of the PTDC met in August 1999, with a group of university personnel, trainers, and service providers, including service coordinators. The PTDC supported the concept of a collaborative effort among universities, community colleges, trainers, providers, and family members to develop the next phase and model for service coordination training in Virginia. There was consensus among the group that a collaborative effort be developed to determine competencies for service coordinators, the content of training, and the methods for delivering the training, including distance learning opportunities. The Babies Can't Wait office is continuing to work toward this collaborative effort.

As a result of the collaborative training initiative and also questions to the Committee regarding the standard for service coordinators, the PTDC has discussed the addition of "service coordinator" as a separate occupational category on the Part C Personnel Standards Table. The PTDC has discussed this addition with the Babies Can't Wait office and has received guidance from NECTAS, the National Early Childhood Technical Assistance System. As a result of the discussion, the PTDC is in agreement that "service coordinator" should be added to Component IX, Part C Personnel Standards Table, as a separately-defined occupational category with its own standard, e.g., completion of service coordination training. The PTDC recommends that the addition of service coordinator as a separate category be disseminated to the field for 60-day public comment during the spring, at the same time any changes to the ability-to-pay process are being reviewed. The PTDC recommends that "service coordinator" be a separate occupational category from the early intervention assistant category, and that "service coordinator" have its own defined set of knowledge, skills, and abilities. A person achieving the required set of knowledge, skills, and abilities would thus hold "service coordinator" as a highest standard for that particular occupational role of service coordination, indicating attainment of the competencies for "service coordinator."

Submitted by Bev Crouse