EI Credentials Available in the Following Areas:

Licensed Audiology (Credential/CBO enrollment required)
- Audiologist Assistant (Credential required; CBO enrollment not required)
- Licensed Clinical Professional Counselor (Credential/CBO enrollment required)
- Licensed Clinical Social Work (Credential/CBO enrollment required)
- Licensed Dietitian (Credential/CBO enrollment required)
- Developmental Therapy (Credential/CBO enrollment required)
- Developmental Therapy – Vision (Credential/CBO enrollment required)
- Developmental Therapy – Hearing (Credential/CBO enrollment required)
- Developmental Therapy – Orientation & Mobility (Credential/CBO enrollment required)
- Licensed Marriage & Family Therapy (Credential/CBO enrollment required)
- Registered Nutrition Counselor (Credential/CBO enrollment required)
- Registered Nurse (Credential/CBO enrollment required)
- Licensed Occupational Therapy (Credential/CBO enrollment required)
- Certified Occupational Therapy Assistant (Credential required; CBO enrollment not required)
- Licensed Professional Counselor (Credential/CBO enrollment required)
- Counselor Assistant (Credential required; CBO enrollment not required)
- Parent Liaison (Credential/CBO enrollment required)
- Licensed Physical Therapy (Credential/CBO enrollment required)
- Licensed Physical Therapy Assistant (Credential required; CBO enrollment not required)
- Licensed Clinical Psychology (Credential/CBO enrollment required)
- Certified School Psychology (Credential/CBO enrollment required)
- Service Coordinator (Credential/CBO enrollment required)
- Certified School Speech Pathology (Credential/CBO enrollment required)
- Certified School Social Work (Credential/CBO enrollment required)
- Licensed Speech Language Pathology (Credential/CBO enrollment required)
- Speech Language Pathology Assistant (Credential required; CBO enrollment not required)
- Licensed Social Work (Credential/CBO enrollment required)
- Social Work Assistant (Credential required; CBO enrollment not required)

Mission Statement

The mission of Provider Connections is to ensure that professionals working in the Illinois Early Intervention System possess appropriate qualifications, enhance their professional growth, and strengthen their understanding of children ages birth to three with developmental disabilities. As part of Western Illinois University's Center for Best Practices in Early Childhood Education, Provider Connections assists the Illinois Department of Human Services in providing leadership in the Illinois EI System.

Provider Connections accomplishes its mission by . . .

- Issuing EI credentials to qualified professionals
- Enrolling service providers in the CBO
- Promoting public awareness and presenting at statewide conferences
- Providing technical assistance regarding the Illinois EI System

Provider Connections Contact Information

Western Illinois University
27 Horrabin Hall
1 University Circle
Macomb, IL 61455

Phone: (800) 701-0995
Fax: (309) 298-3066
Website: www.wiu.edu/providerconnections

Office Hours:
Monday through Friday, 8 a.m. – 12 p.m. & 1 p.m. – 4:30 p.m. (excluding holidays and university closures)

Early Intervention Non-Credentialled Services

- Aural Rehabilitation (CBO enrollment required)
- Assistive Technology (CBO enrollment required)
- Deaf Mentor (CBO enrollment required)
- Bilingual and Sign Language Interpreting (CBO enrollment required)
- Medical Diagnostic (CBO enrollment required)
- Physician (CBO enrollment required)
- Transportation (CBO enrollment required)
- Ophthalmology (CBO enrollment required)
- Optometry (CBO enrollment required)

What is Provider Connections – Early Intervention (EI) Credentialing and Enrollment?

The mission of Provider Connections is to ensure that professionals working in the Illinois Early Intervention System possess appropriate qualifications, enhance their professional growth, and strengthen their understanding of children ages birth to three with developmental disabilities. Provider Connections is contracted by the Illinois Department of Human Services (IDHS), Bureau of Early Intervention, to credential and enroll EI providers.

Provider Connections currently serves more than 5,000 providers throughout Illinois and its adjoining states. The credentialing and enrollment service links with several other state agencies, including the EI Central Billing Office (CBO), the Illinois Department of Public Aid, the Illinois Office of the Comptroller, and the Illinois Medical Diagnostic Network.

The Provider Connections staff is available to assist EI service providers with technical support related to the EI credentialing process, the CBO enrollment process, and criteria for maintaining/renewing the EI credential.

Linking the EI Credential Program with other State Agencies

IDHS Bureau of Early Intervention: Administers and implements all policies/procedures for the Illinois Early Intervention System.

Provider Connections: The IDHS Bureau of Early Intervention's designee for EI credentialing and enrollment application processing and technical assistance.

Central Billing Office (CBO): The CBO processes the state's payment of claims to EI providers, and linkage with the Illinois Comerstone System; maintains provider data/interface with Cornerstone.

Comptroller: Provides authorizations for services on IFSPs, interfaces with the CBO provider system, and then CBO calculates IFSP authorizations into dollar amounts.

Department of Public Aid (IDPA): CBO sends claim to IDPA for Medicaid-eligible children for matching federal dollars; links in provider databases.

Illinois Office of the Comptroller: Establishes payee from CBO information. The CBO generates a list of services billed to IDHS, IDHS reviews and forwards it to the Office of the Comptroller, and the Office of the Comptroller issues a check for payment.

United Cerebral Palsy of Greater Chicago (UCP): The department's designee for provision of EI training statewide.

The Center for Best Practices in Early Childhood

A Division of the Center for Best Practices in Early Childhood Education

Western Illinois University

Provider Connections

Funded by the Illinois Department of Human Services
Early Intervention Credentialing Process

1. For initial credentialing, applicant completes an entire EI credential application (including Ongoing Professional Development Plan agreement) and a CBO enrollment application (individual or agency). All applications are available at <www.wiu.edu/providerconnections>.

2. Applicants who have completed the required training(s) and meet the educational requirements are issued a “Full” credential that is active for three years.

3. Applicants who have not completed the required training and/or experience requirements but do meet the educational requirements are issued a “Temporar y” credential that is active for six months (except service coordinators/parent liaisons whose credentials are active for 90 days).

4. To fulfill the requirements of the “Temporary” credential within the six-month credential period, applicants must complete and submit the following documents: 30 hours of bart-to-three specific continuing professional education, with a minimum of five hours per year and a current copy of licensure (if applicable). Providers will not receive notification of renewal. Expiration dates can be verified on the lookup feature at <www.wiu.edu/providerconnections>.

5. Providers/Assessment Credentialing

   - In order to be eligible for the professional evaluations to determine eligibility for EI services, providers must hold an EI credential and submit a separate portfolio to become credentialed as an EI evaluator.

   - Portfolio(s) are reviewed independently.

   - If it is determined that your application meets IDHS’s minimum standards, you will be issued a six-month evaluation/assessment completed letter. In the notification letter, you will be instructed to complete and submit to Provider Connections additional initial evaluations for review at least eight weeks prior to date on your activities, and 30 hours of continuing professional education (minimum of five hours per year) that are related to infants and toddlers with special needs during the three-year credential period. (Does not have to be face-to-face supervision meetings.)

   - Experience documented?

   - Question: What is the Ongoing Professional Development Plan?

   - Answer: All renewing, credentialed providers in Illinois must agree to participate in OPDP activities by using the Ongoing Professional Development Plan Form. OPDP activities are a face-to-face monthly meeting with an EI credentialed peer of the same discipline/area of expertise. Meetings are intended to be used for professional development through discussion of clients’ family concerns, needs, strengths, resources, outcomes, strategies, and service plans in order to support best practices.

   - Question: What do I need to complete to receive a “Full” credential?

   - Answer: To receive a “Full” three-year credential, you need to meet the minimum education and experience criteria. Applicants must complete the 18-hour EI System’s Overview Training (service coordinators/parent liaisons must also complete their respective trainings), and document 240 hours of professional experience (30 hours for Audiologists) providing the EI services for which you are being credentialed (use the Supervision Verification Form on the Provider Connections website).

   - Question: What are the ongoing Professional Development Plan Activities?

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