

Connective Intervention Services, LLC

Special Instructor New Hire Requirements

Early Interventionist Responsibilities:

- Designing the learning environments and activities that promote the acquisition of skills by an infant or toddler with a disability in a variety of developmental areas, including cognitive processes and social interaction.
- Providing the family with information, skills and support related to enhancing the skill development of the infant or toddler with the disability.
- Working with the infant or toddler with a disability and family to enhance the infant or toddler's development.

You must have one of the following groups of minimum qualifications:

A bachelor's degree from an accredited college or university in early intervention, early childhood special education, early childhood education, child development, special education or family studies, and 1 year of full-time or full-time equivalent experience working directly with pre-school children with disabilities and their families or a university-supervised or college-supervised student practicum or teaching experience with young children with disabilities and their families.

A bachelor's degree from an accredited college or university which includes 15 credit hours in early intervention, early childhood special education, early childhood education, child development, special education or family studies, and 1 year of full-time or full-time equivalent experience working directly with pre-school children with disabilities and their families, and demonstrated knowledge, understanding of skills needed to perform the functions specified as early interventionist responsibilities.

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Clearances

Clearances must be valid within 90 days of hire (and renewed every 5 years).* They include:

1. Pennsylvania Child Abuse History Clearance:

Apply at: <https://www.compass.state.pa.us/cwis/public/home>.

2. FBI Fingerprints:

The registration website is available online 24 hours/day, seven days per week at <https://uenroll.identogo.com>. Please use the Service Code **1KG756**. Telephonic registration is available at 1-844-321-2101 Monday through Friday, 8am to 6pm EST. During the pre-enrollment process, all demographic data for the applicant is collected (name, address, etc.) along with notices about identification requirements and other important information.

3. Criminal Record Check:

Apply online at: <https://epatch.state.pa.us/Home.jsp>

Mandated Reporter Training

New employees having direct contact with children in child-serving institutions, facilities or agencies that DHS licenses, approved or registers and new foster parents must receive 3 hours of training within 90 days of hire or approval and 3 hours of training every five years thereafter.*

https://www.reportabusepa.pitt.edu/webapps/portal/execute/tabs/tabAction?tab_tab_group_id=91_1

*Clearances must be dated within 90 days of hire. If your clearances or mandated reporting training are more than 90 days old at the time of hire (and you are coming from another EI agency), you will be required to sign a form certifying the validity of the documents.

CPR/First Aid Certification

You have 90 days from the time you take your first case to be certified. Please check out the websites below for information on classes. You may attend the free workshops through the county if they are offered within the timeframe needed. We also offer in house training each year depending on the need. CPR may NOT be taken on-line.

<http://www.cprplusnet.com/cprnet-pa.htm>

<http://www.redcross.org/portal/site/en/menuitem.d8aaecf214c576bf971e4cfe43181aa0/?vgnextoid=aea70c45f663b110VgnVCM10000089f0870aRCRD>

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Professional Liability Insurance

We recommend:

Forest T. Jones & Company, Inc.

www.FTJ.com

P.O. Box 418131

Kansas City, MO 64141-9131

(800) 821-7303

You must first join a professional organization which they list on the website.

Example: IRA (International Reading Association) membership dues are \$36 annually.

\$1,000,000 each claim and \$1,000,000 aggregate is about \$99 annually.

You can apply up until the last day of the month and they will cover you starting the 1st of the month. However, they ONLY begin your coverage the 1st of the month.

Should you meet the qualifications noted above, please fax or e-mail your cover letter, resume, transcripts, clearances, and possibly your CPR certification and/or insurance documentation to 610-465-9692, or referrals@connectiveis.com.