

**#5 Eligibility:** *Qualifications needed to administer an evaluation or child assessment tool. What are the requirements for the administration of the tool?*

**Response:**

- Evaluations and child assessments must be conducted by qualified personnel, as defined in the Help Me Grow personnel rule 3701-8-03, who are trained to use the tool and their informed clinical opinion in administering the tool.
- Evaluations and child assessments must be conducted by two people holding licensure in two different disciplines unless one person holds a license in two disciplines. An example would be a Registered Nurse who is also a Licensed Social Worker.
- In order to administer a Evaluation or Child Assessment tool a person must have a license in one of the following areas: counseling, early childhood education, when licensed for ages 3-8, grades kindergarten through third, or special education, early intervention hearing impairment intervention, medicine, nursing, occupational therapy, physical therapy, psychology, psychiatry, social work, speech-language pathology, visual impairment intervention, or a professional licensed to diagnose and treat mental or emotional disorders.
- For evaluations one of the evaluation team members must have expertise in the area of concern.

**How evaluations and child assessments should be conducted:**

- The evaluators and assessors must conduct the evaluation and assessment in the native language of the child when personnel conducting the evaluation and assessment determine it is developmentally appropriate unless clearly not feasible to do so.
- All five developmental domains must be evaluated/assessed.
- Scores from the developmental evaluation must be documented on Attachment A of the IFSP form.
- At least one of the evaluators must be trained and use one of the Ohio approved evaluation tools; Bayley Infant Scales of Development III or Battelle Developmental Inventory-2 or newer; the evaluators must use the appropriate procedures as outlined in training and in the respective tool's administration manual; a score of at least 1.5 standard deviations below the mean in one or more developmental domain qualifies the child for early intervention.
- The evaluators must also use additional methods to determine a child's eligibility such as reviewing medical reports, observing the child interact with familiar and unfamiliar people, observing the child at play, observing the parent-child interaction and/or gaining insight and information from the child's parent/caregiver.
- Evaluation, Child and Family Directed Assessment must be provided at no cost to the family.
- They should be conducted at times and settings that are convenient and agreed upon by parents/caregivers.
- Evaluations and Assessments should include information about the child's history provided by the child's parent or caregiver and obtained from other relevant sources.
- Evaluations and Assessments should be administered in a way that is non-discriminatory.

**Considerations for Planning and Program Implementation:**

- The Bayley III and the Battelle – 2 are the only approved child developmental Evaluation tools in Ohio's Help Me Grow Early Intervention program.
- Counties are allowed to use any child assessment tool of their choosing. ODH no longer requires counties to submit child assessment tools for approval.
- If you are using an assessment tool not listed in Early Track, you should submit this to "ETDS Contact Us" so it can be added to the dropdown menu.
- Multiple child assessment tools may be used for assessment purposes so long as all five developmental domains are assessed by the combined use of the tools.

**Authorizing Rule:** 3701-8-07; 3701-8-07.1