Annual Renewal Notification for
Certificate of Competency in Early Intervention

Email to: RA-PWCOCEIprogram@pa.gov (note: subject line should read: "Agency name", then "applicant name"
then, Renewal)

Name of preschool Early Intervention program contracting with applicant:
    Contact person:
    Preschool EI program name:
    Address:
    Email:
    Phone number:

Contracted Agency:

Name	Type of CoCEI (Teacher/SI or SLP) If SLP, include PA SLP License #	In the columns below, please indicate either YES or NO for each applicant.				
		1 Continues to provide IEP services for a preschool EI program	2 Continues to be employed by a contracted agency	3 Is actively working towards obtaining the appropriate PDE certification	4 Meets eligibility for a renewed CoCEI	5 Has received PDE certification. Or, no longer needs CoCEI

Note: In order to meet eligibility for a renewed CoCEI (column #4), the applicant must meet all requirements in columns 1 – 3.

I attest that I have reviewed the qualifications of the individuals listed above and have documented my review as part of the annual Provider Monitoring process.

I attest, that as indicated above, the renewal applicants:
- are supported through funding from the preschool Early Intervention program that I represent;
- are currently employed by a provider agency or an independent contractor that receives a contract from the preschool Early Intervention program that I represent;
- are actively working toward obtaining the appropriate certification for their position; and,
- continue to maintain the criminal background requirements for prospective employees of public and private schools including their independent contractors and their employees.

I attest to the competency of the applicants and recommend that Certificate of Competency in Early Intervention be renewed as indicated above.

Signature of preschool EI program supervisor _____ Date_____