



Information for the Early Childhood Education (ECE) Reviewer

Home Visitor Eligibility Requirements and
Recommendation Criteria



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Information for the Early Childhood Education (ECE) Reviewer - Home Visitor Setting

Available online for download

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Renewal candidates must select an early childhood professional to serve as their Early Childhood Education (ECE) Reviewer. **The role of the ECE Reviewer is twofold:**

1. **To verify that the renewal candidate has worked at least 80 hours with families with children ages birth to 5 years old, in a home visitor setting, within the past year; and,**
2. **Complete a recommendation based on their work with these families with young children.** The person selected as the ECE Reviewer must meet the experience and education requirements included in this booklet.

Eligibility Requirements

Home Visitor Early Childhood Education Reviewer

The Early Childhood Education (ECE) Reviewer must meet **one of the following** sets of education and experience options:

Education and Experience

Option I

1. B.A., B.S., or advanced degree in family studies, child development and family life, individual and family studies, early childhood education/child development, home economics/child development, nursing, human resource development, or social work from an accredited college or university. Must include 12 college credits covering families and children aged birth through 5 years.
2. Two years of experience in a home visiting program serving families with children aged birth through 5 years, including:
 - **One year** working directly with parents and children in a home-based setting;
 - and
 - **One year** of responsibility for the professional growth of another adult.

If the Early Childhood Education Reviewer has not worked as a home visitor they must have had at least **one year** of experience working as a primary caregiver for a group of children 5 years old or younger.

Option II

1. Associate level (2-year) degree in family studies, child development and family life, individual and family studies, early childhood education/child development, home economics/child development, nursing, human resource development, or social work from an accredited college or university. Must include 12 college credits covering families and children aged birth through 5 years.
2. Four years of experience in a home visiting program serving families with children aged birth through 5 years, including:
 - **Two years** working directly with parents and children in a home-based setting; and
 - **Two years** of responsibility for the professional growth of another adult.

If the Early Childhood Education Reviewer has not worked as a home visitor they must have had at least two years' experience working as a primary caregiver for a group of children 5 years old or younger, or a combined total of two years' experience working directly with parents and children in center-based and home-based settings.

Option III

1. A valid (indicating active status) national CDA® credential.
2. Twelve college credits or 180 hours of training in family studies, child development and family life, individual and family studies, early childhood education/child development, home economics/child development, nursing, human resource development, or social work from an accredited college or university, covering families and children ages birth to 5 years.
3. Six years of experience in a home visitor program serving families with children ages birth to 5 years, including:
 - **Four years** working directly with parents and children in a home-based setting; and
 - **Two years** of responsibility for the professional growth of another adult.

Conflict of Interest

To promote objectivity and credibility, an individual serving as the CDA® renewal candidate's Early Childhood Education (ECE) Reviewer must:

1. Not be working with the same families as the renewal candidate on an ongoing basis.
2. Not be a relative of a family or child in the renewal candidate's care at any time during the renewal process.
3. Not be related by blood or marriage or other legal relationship to the renewal candidate.

Criteria for the Candidate's Recommendation

When submitting the recommendation, the ECE Reviewer needs to make sure to:

- Verify that the renewal candidate has worked at least 80 hours with families with children within the past year in a home visitor setting.
- Attest to the renewal candidates performance with families with children **based on the six CDA® Home Visitor Competency Goals and 13 Functional Areas** (see applicable chart).
- Recommend the candidate for renewal of the CDA credential.

Home Visitor CDA® Competency Standards At-A-Glance

Competency Goals	Functional Area	Definitions
I. To establish and maintain a safe, healthy learning environment	1. Safe	Candidate helps parents provide a safe environment to prevent and reduce injuries.
	2. Healthy	Candidate promotes good health and nutrition practices and helps parents to maintain an environment that contributes to physical and mental wellness.
	3. Learning Environment	Candidate helps parents use physical space, relationships, materials, and home routines as resources for preparing a responsive, secure, and enjoyable environment that facilitates play creativity, exploration, and freedom for learning.
II. To advance physical and intellectual competence	4. Physical	Candidate helps parents provide a variety of equipment, activities, and opportunities to promote the physical development of children.
	5. Cognitive	Candidate encourages parents to provide activities and opportunities that support curiosity, exploration, and problem solving appropriate to the developmental levels and learning styles of children.
	6. Communication	Candidate encourages parents to communicate actively with children and provide opportunities and support for children to understand, acquire, and use verbal and nonverbal means of communicating thoughts and feelings.
	7. Creative	Candidate helps parents provide opportunities that stimulate children to play with sound, rhythm, language, materials, space, and ideas in individual ways and to express their creative abilities.
III. To support social and emotional development and to provide positive guidance	8. Self	Candidate supports parents in providing physical and emotional security for each child and helping each child to know, accept, and take pride in himself or herself and to develop a sense of independence.
	9. Social	Candidate encourages parents to ensure that each child feels accepted in the family, to help children learn to communicate and get along with others, and to support feelings of empathy and mutual respect among children and adults.
	10. Guidance	Candidate helps parents provide a supportive environment in which children can begin to learn and practice appropriate and acceptable behaviors as individuals within a family.
IV. To establish positive and productive relationships with families	11. Families	Candidate maintains an open, friendly, and cooperative partnership with each family, encourages parents to take leadership in personal and family education; supports family empowerment, involvement in program, and positive family relationships.
V. To ensure a well-run, coherent and purposeful program that is responsive to participant needs	12. Program Management	Candidate is a manager who uses all available resources to ensure an effective operation. The candidate is a competent organizer, planner, record keeper, communicator, and a cooperative coworker.
VI. To maintain a commitment to professionalism	13. Professionalism	Candidate makes decisions based on knowledge of early childhood theories and practices, promotes quality in child care services, and takes advantage of opportunities to improve competence, both for personal and professional growth and for the benefit of children and families.

Submitting the Recommendation

Candidates Applying Online

If the candidate is applying online, the ECE Reviewer will need to provide the candidate with their email address. A recommendation request will be sent to the email address provided. The ECE Reviewer will submit the recommendation via a link contained in the email that will access the candidates online application.

Please note: the system works best with a personal email like a Yahoo, Gmail, or Hotmail. If a work email is provided, make sure that the security settings on the computer being used will allow emails to be received from info@yourcouncil.org.

Candidates Applying with a Paper Application

When applying using a paper application, the ECE Reviewer submits the recommendation by completing Section D of the CDA® renewal application.

A separate recommendation letter may be submitted however Section D of the renewal candidate's application must still be completed in its entirety.

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