

Level I provider qualifications, roles and responsibilities

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Legal authority	CMS-approved state plan amendment – 2017 (PDF) , CMS-approved state plan amendment – 2018 update (PDF) , CMS-approved state plan amendment – 2019 update (PDF) , CMS-approved state plan amendment – 2022 update (PDF) , Minn. Stat. §256B.0949	
Qualifications	<p>To qualify as a level I provider, a person must meet both of the following requirements:</p> <ol style="list-style-type: none">1. Be employed by an EIDBI agency.2. Complete either:<ul style="list-style-type: none">• At least 2,000 hours of clinical experience and/or training in the examination and/or treatment of people with autism spectrum disorder (ASD) or a related condition. Note: The provider can include hours worked as a mental health behavioral aide, mental health practitioner, personal care assistance (PCA) worker, EIDBI level II or level III provider or another role in a clinic or education setting as required hours of experience.• The equivalent in graduate-level coursework at an accredited university (refer to the equivalent coursework section on this page). Note: Coursework must be documented in one or more of the following areas: ASD or related condition diagnostics, ASD or related condition treatment strategies or child development. <p>In addition to the above requirements, a person must meet at least one of the following requirements:</p> <ol style="list-style-type: none">1. Have a doctoral or master's degree from an accredited college or university in behavioral health, child development or a related field (e.g., mental health, special education, social work, psychology, speech pathology, occupational therapy, health science, education, sociology, nursing, human services, counseling, family studies).2. Be a Board Certified Behavior Analyst-Doctoral (BCBA-D) through the Behavior Analyst Certification Board, Inc. (BACB). As of Jan. 1, 2025, behavior analysts must be licensed through Board of Psychology – Applying for licensed behavior analyst to continue to practice applied behavior analysis. For more information, refer to the Oct. 8, 2024, eList announcement.3. Be a Board Certified Behavior Analyst (BCBA) through the BACB.4. Be a Qualified Behavior Analyst as defined by the Qualified Applied Behavior Analysis Credentialing Board. As of Jan. 1, 2025, behavior analysts must be licensed through Board of Psychology – Applying for licensed behavior analyst to continue to practice applied behavior analysis. For more information, refer to the Oct. 8, 2024, eList announcement.5. Have a bachelor's degree from an accredited college or university in behavioral health, child development or a related field (e.g., mental health, special education, social work, psychology, speech pathology, occupational therapy, health science,	

	<p>education, sociology, nursing, human services, counseling, family studies) and advanced certification in one of the DHS-recognized treatment modalities (refer to the advanced certification section on this page and EIDBI – Treatment modalities).</p> <p>6. Be a Board Certified assistant Behavior Analyst (BCaBA) through the BACB and have 4,000 hours of supervised clinical experience that meets all registration, supervision and continuing education requirements of the certification. As of Jan. 1, 2025, behavior analysts must be licensed through Board of Psychology – Applying for licensed behavior analyst to continue to practice applied behavior analysis. For more information, refer to the Oct. 8, 2024, eList announcement.</p> <p>7. Meet all of the following requirements for provider shortage variance one:</p> <ul style="list-style-type: none"> • Have a bachelor’s degree from an accredited college or university in a related field (e.g., mental health, special education, social work, psychology, speech pathology, occupational therapy, health science, education, sociology, nursing, human services, counseling, family studies). • Complete the ASD Strategies in Action and EIDBI 101: Overview of the Benefit required trainings (refer to EIDBI – Individual EIDBI provider trainings). • Have at least 6,000 hours of clinical experience in their EIDBI agency’s treatment modality. <p>8. Meet all of the following requirements for provider shortage variance two:</p> <ul style="list-style-type: none"> • Complete or currently be enrolled in a master’s degree program at an accredited college or university in behavioral health, child development or a related field (e.g., mental health, special education, social work, psychology, speech pathology, occupational therapy, health science, education, sociology, nursing, human services, counseling, family studies). • Receive observation and direction from a qualified supervising professional (QSP) at least once per month until they reach 2,000 hours of supervised clinical experience. <p>Instructions to enroll under a variance</p> <p>If a provider enrolls under a variance, they will remain under the variance until they meet one of the standard criteria above (i.e., 1-4). Once they meet the standard criteria, the provider must resubmit the level I assurance statement with proof of their qualifications.</p> <p>If a provider no longer meets the required provider qualifications, they must adjust their enrollment status accordingly. For more information, refer for MHCP Provider Manual – EIDBI provider enrollment.</p> <p>For questions about the required qualifications, contact the EIDBI team through the Minnesota Autism Resource Portal Contact Form.</p>
<p>Equivalent coursework</p>	<p>DHS defines equivalent graduate coursework as a combination of:</p> <ul style="list-style-type: none"> • Experience or training hours providing treatment and/or examination of people with ASD or related conditions (refer

	<ul style="list-style-type: none"> • to EIDBI – Eligibility – Related conditions). • Hours spent completing coursework. <p>A level I provider’s experience or training hours must make up at least 25% of the total required amount of experience (i.e., 500 hours). The provider may count coursework toward the remaining 75% (i.e., the other 1,500 hours).</p> <p>Experience or training</p> <p>Experience or training includes the examination and/or treatment of people with ASD or a related condition. Experience and training must be in person and can be completed in the following settings:</p> <ul style="list-style-type: none"> • School. • Community settings (e.g., parks, library, stores). • Clinical treatment setting. <p>Coursework</p> <p>A level I provider must document graduate-level coursework in one or more of the following areas:</p> <ul style="list-style-type: none"> • ASD or related condition diagnostics. • ASD or related condition treatment strategies. • Mental health, special education, social work, psychology, speech pathology, occupational therapy, health science, education, sociology, nursing, human services, counseling, family studies or other related coursework. <p>The provider must submit a transcript to DHS with enrollment forms to demonstrate proof of completed coursework (refer to MHCP Provider Manual – EIDBI provider enrollment). One credit of completed coursework is equivalent to 45 training hours. The provider must have completed coursework at a graduate level through an accredited university or college.</p>
<p>Advanced certification</p>	<p>Advanced certification is specialized credentials beyond foundational training in one of the DHS-recognized treatment modalities. Advanced certification:</p> <ul style="list-style-type: none"> • Typically involves additional coursework or training, supervised clinical experience and a certification exam. • Equips providers to address complex cases and make informed, evidence-based decisions in treatment planning and implementation. • Enhances providers’ ability to effectively support people with autism spectrum disorder (ASD) and related conditions. <p>All EIDBI services use one of the DHS-recognized treatment modalities listed on EIDBI – Treatment modalities.</p> <p>An advanced certification provider is a provider who holds advanced certification in the DHS-recognized treatment modality the agency provides. When a level I provider has advanced certification in a modality, they are responsible to oversee fidelity of the modality and training of non-certified staff. If the level I provider with advanced certification leaves the agency (e.g., resigns or disaffiliates their enrollment) or experiences an absence longer than 31 consecutive days, another provider with advanced certification must take over these responsibilities for the agency to continue providing services. An agency cannot operate</p>

	<p>without an advanced certification provider. All enrolling EIDBI agencies must have a QSP or level I provider with advanced certification in one of the following treatment modalities:</p> <ol style="list-style-type: none"> 1. Applied Behavior Analysis (ABA): <ul style="list-style-type: none"> • BCaBA • BCBA • BCBA-D. 2. DIR/Floortime: <ul style="list-style-type: none"> • Provider with Level 3 certification or DIR/Floortime Advanced Certificate. • Provider with Level 4 certification or DIR/Floortime Expert Training Leader Certificate. 3. Early Start Denver Model (ESDM): <ul style="list-style-type: none"> • Certified Trainer. • Parent Coach Trainer. • Senior Trainer. 4. PLAY Project: <ul style="list-style-type: none"> • Dual certification in PLAY Project and Teaching PLAY. 5. Relationship Development Intervention (RDI): <ul style="list-style-type: none"> • RDI Certified Consultant. 6. Early Social Interaction Project (ESI): <ul style="list-style-type: none"> • Certification as an Autism Navigator Regional Specialist. • Certification as an Autism Navigator Master Coach and Global Trainer. 7. Other specific modality certifications. <p>For more information, refer to EIDBI – Treatment modalities – Certified providers.</p>
<p>Mental health practitioner/comprehensive multi-disciplinary evaluation (CMDE) clinical trainee services</p>	<p>If a level I provider wants to add mental health practitioner clinical trainee services to their existing EIDBI provider enrollment record to assist with CMDE completion, they must complete and submit the EIDBI Assurance Statement for CMDE Providers, DHS-7120A (PDF). On DHS-7120A, the provider must attest they meet both of the following requirements:</p> <ul style="list-style-type: none"> • Complies with requirements in Minn. Stat. §245I.04, subd. 6 for licensure or board certification as a mental health professional, including supervised practice in the delivery of mental health services for the treatment of mental illnesses. • Is a student in an assigned field placement or internship under a program that leads to completion of the requirements in Minn. Stat. §245I.04, subd. 6 to be licensed as a mental health professional. <p>Upon completion of the mental health professional licensure or board certification requirements, the provider must resubmit the EIDBI Assurance Statement for CMDE Providers, DHS-7120A (PDF) and attest to the requirements of a CMDE provider listed on the form.</p> <p>For additional information, refer to:</p> <ul style="list-style-type: none"> • MHCP Provider Manual – Clinical supervision of outpatient mental health services.

	<ul style="list-style-type: none"> • MHCP Provider Manual – General MHCP non-enrollable mental health provider requirements. • EIDBI – CMDE provider qualifications, roles and responsibilities.
Roles and responsibilities	<p>The level I provider must:</p> <ul style="list-style-type: none"> • Make sure the individual treatment plan (ITP) and all services provided consider the person’s and family’s values, goals, preferences, culture and language. • Document all services provided in the person’s case notes and/or health care plan as specified in EIDBI – Health service records. • Develop and modify the person’s ITP. • Monitor the person’s progress on targeted goals and objectives and treatment outcomes, including data collection. • Participate in the person’s coordinated care conference, as determined by the QSP and requested by the parent/primary caregiver. • Perform all clinical supervision functions required by their professional licensing or certification board and defined in this policy manual. • Provide family/caregiver training and counseling, as determined by the QSP and identified in the person’s ITP. • Provide observation and direction to level I, II and III providers, as determined by the QSP and identified in the person’s ITP. • Provide intervention services, as determined necessary in the CMDE and identified in the person’s ITP, with fidelity to the treatment method or modality necessary to promote progress on targeted goals and objectives. • Receive required clinical supervision and intervention observation and direction, as identified in the person’s ITP.
Enroll with Minnesota Health Care Programs (MHCP) as a level I provider	<p>For information about how to enroll with MHCP as a level I provider, refer to MHCP Provider Manual – EIDBI provider enrollment.</p>
Additional resources	<p> EIDBI – Clinical supervision EIDBI – CMDE provider qualifications, roles and responsibilities EIDBI – Eligibility for EIDBI services EIDBI – Health service records EIDBI – Individual EIDBI provider trainings EIDBI – Observation and direction EIDBI – Overview of EIDBI providers EIDBI – QSP qualifications, roles and responsibilities EIDBI – Treatment modalities EIDBI – Treatment modalities – Certified providers EIDBI Assurance Statement for CMDE Providers, DHS-7120A (PDF) Behavior Analyst Certification Board, Inc. (BACB) Board of Psychology – Applying for licensed behavior analyst MHCP Provider Manual – Clinical supervision of outpatient mental health services </p>

	<u>MHCP Provider Manual – EIDBI provider enrollment</u> <u>MHCP Provider Manual – General MHCP non-enrollable mental health provider requirements</u>
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