

## Instructions for Submitting a Training for Consideration

This decision tree will help you decide if a professional development training you are considering might meet the criteria for reimbursement through the Early Start Provider Training Initiative. It can also provide you with the steps needed to submit an alternative training for consideration.

Does the training you are considering address at least one of the following topics?

- Cultural competency & cultural humility in the delivery of services
- Recognizing adverse childhood experiences & toxic stress
- Recognizing & addressing implicit bias in oneself and service delivery
- Reflective practice & supervision
- Supporting early childhood inclusive practices
- Family Engagement Practices
- Assistant Program Coursework

**YES!**

Is the training promoted by one of the pre-approved organizations listed below?

**Nope.**

Keep looking for one that is.

[American Occupational Therapy Association](#)

[Disability Is Natural!](#)

[American Physical Therapy Association](#)

[Division of Early Childhood of the Council for Exceptional Children](#)

[American Public Health Association](#)

[Early Childhood Technical Assistance Center](#)

[American Speech-Language-Hearing Association](#)

[Infant Development Association of California](#)

[Broadreach Training & Resources](#)

[Institute for Public Strategies](#)

[California Association for the Education Young Children](#)

[National Association for the Education of Young Children](#)

[California Department of Education](#)

[National Center for Pyramid Model Innovations](#)

[California Early Intervention Technical Assistance Network @ WestEd NEW LINK](#)

[Occupational Therapy Association of California](#)

[California Physical Therapy Association](#)

[Office of Special Education Programs](#)

[California Speech Language Hearing Association](#)

[Parent Training and Information Centers](#)

[Center on the Developing Child @ Harvard](#)

[Racial Equity Tools](#)

[Community Parent Resource Centers](#)

[Substance Abuse & Mental Health](#)

[Department of Developmental Services](#)

[Services Administration](#)

[The Dialogue Company](#)

[Zero to Three](#)

**YES!**

Great! Submit a request for reimbursement.

**Nope.**

Fill out the [submission form](#) and attach the information requested below:

Documents to submit in support of a proposed training:

1. Verifiable curriculum, resume, vita, or other documentation describing:
  - a. Expertise in or application to the content area
  - b. Direct experience in or knowledge for more than 5 years of one or more of the following:
    1. Early intervention services (Part C)
    2. Infant Family Early Childhood Mental Health
    3. Early childhood development or programs
    4. Disability
    5. Marginalized group(s)
  - c. Content directly relevant to working with infants, toddlers, and their families.
2. Other documentation verifying:
  - a. Duration of use/experience with a specific approach
  - b. Demonstrated knowledge of a content area
  - c. Recognition of expertise
  - d. Evidence to support the content, practice, or approach presented and/or the training program itself