

REGULATION VIII: PERSONNEL STANDARDS

A. PERSONNEL QUALIFICATIONS (34 CFR 300.156)

POLICIES AND PROCEDURES

DESE has established and maintains qualifications to ensure that personnel necessary to carry out the purposes of this part are appropriately and adequately prepared and trained, including that those personnel have the content knowledge and skills to serve children with disabilities.

The qualifications for personnel, includes related services personnel that are consistent with any ~~S~~state approved or ~~S~~state recognized certification, licensing, registration, or other comparable requirements that apply to the professional discipline in which those personnel are providing special education or related services.

The qualifications for related services personnel ensures that related services personnel who deliver services in their discipline or profession, meet the requirements and have not had certification or licensure requirements waived on an emergency, temporary, or provisional basis and allow assistants who are appropriately trained and supervised, in accordance with ~~S~~state law, regulation, or written policy, to be used to assist in the provision of special education and related services to children with disabilities.

Public agencies must ensure that all personnel necessary to carry out Part B of the Act are appropriately and adequately prepared and meet the requirements outlined in Regulation VIII.

SPECIAL EDUCATION TEACHERS

Qualifications for teachers ensure that each person employed as a public ~~school~~-agency special education teacher in the ~~S~~state who teaches in an elementary school, middle school, or secondary school is fully certificated as a special education teacher as required by the ESEA (Elementary and Secondary Education Act).

Public agencies must take measurable steps to recruit, hire, and retain qualified personnel to provide special education and related services to ~~children~~-students with disabilities.

RULE OF CONSTRUCTION

Nothing in this part shall be construed to create a right of action on behalf of an individual student or a class of students for the failure of a particular public agency or DESE employee to be qualified or to prevent a parent from filing a complaint about staff qualifications with DESE.

USE OF PARAPROFESSIONALS

Missouri allows paraprofessionals who are appropriately trained and supervised to be used to assist in the provision of special education and related services to students with disabilities.

Supervision is provided by a properly certificated teacher appropriate for the setting. The paraprofessional must be in line of sight of the supervising teacher. Public agencies must provide each paraprofessional with the orientation and **initial** training necessary for the individual to perform the duties associated with the work assignment **prior to working with the student**. At a minimum, such training shall include information and experiences related to:

- (1) The type of disabilities displayed by the students with whom they will work;
- (2) Basic principles of behavior modification;
- (3) Basic instructional techniques expected to be used (demonstration, modeling, cueing, reinforcement, correction, etc.); and,
- (4) Other areas as necessary (positioning, lifting and transferring techniques, feeding procedures, etc.).

Paraprofessionals who do not hold a teaching certificate shall receive a minimum of fifteen (15) hours of training **within six (6) months of hire** during their initial year of employment and a minimum of ten (10) hours of training **yearly** in subsequent **school** years.

TELEPRACTICE

Telepractice is a service delivery model using technology to deliver professional services at a distance by linking professional to student or professional to professional for assessment, intervention, and/or consultation. Utilization of telepractice is governed by the Missouri professional licensing boards and by the policy, procedures, and practices for each profession (i.e. The American Speech-Language-Hearing Association, The American Occupational Therapy Association, The American Psychological Association, etc.).

PERSONNEL STANDARDS

The Personnel Standards outlined in the following pages list the Titles, Responsibilities, Educational Qualifications, and appropriate Missouri Licensure or Certification requirements for the personnel providing special education and related services for students with disabilities. The Titles listed are not intended to be a finite listing of occupational categories.

The descriptions listed under Responsibilities are not an all inclusive list. Public agencies should review applicable Practice Acts, code of ethics, and content of an individual's preparation program to determine if a designated individual can deliver specific services. Services must be provided consistent with the appropriate guidelines and requirements specified by the individual licensure requirements. In addition, the administration of some standardized assessments have specific requirements for administration. Personnel, with the appropriate education and training, may be qualified to administer these assessments and may hold a variety of job titles.

The Educational Qualifications indicate the entry-level academic degree needed for state approved licensure or certification. Public agencies may employ individuals with qualifications that exceed these requirements. Licensure and Certification requirements are those currently in

place and are subject to change by the appropriate governing agency. Specific requirements are available from the appropriate licensing or certifying agency that is listed.

PERSONNEL STANDARDS

TITLE	RESPONSIBILITIES	EDUCATIONAL QUALIFICATIONS	CERTIFICATES OR LICENSE
Adaptive Physical Education Teacher	Direct instruction, consult with teachers, assist in developing IEPs, individualized assessments.	Bachelor's Degree	Certification in physical education or special education issued by the State Board of Education
Audiologist	Plans and implements screening, evaluation/diagnosis, and special education services for hearing impaired students.	Master's Degree	License issued by the State Board of Registration for the Healing Arts
Audiology Aide	Works under direct supervision of a licensed audiologist.	High school diploma or a high school equivalency (HSE) certificate	Registration certificate issued by the State Board of Registration for the Healing Arts
Case Manager	An administrative function that includes oversight of the IEP process on an individual student basis.	Bachelor's Degree	Certification in any area of special education issued by the State Board of Education
Counselor, School	Provides direct guidance and counseling to eligible students with disabilities not routinely provided to the entire school population.	Master's Degree	Certification as a School Counselor issued by the State Board of Education
Counselor, Licensed Professional	Provides individual and group counseling techniques, methods or procedures for the purposes of assessing, understanding or influencing behavior. Conducts assessments for aptitudes, intelligence, attitudes, abilities, achievement, interests or personal characteristics. Provides Therapeutic vocational/personal rehabilitation.	Master's Degree	License issued by the Division of Professional Registration
Educational Diagnostician	Administers educational evaluations and assists in determining eligibility for special education.	Master's Degree	Certification as a School Counselor, School Psychological Examiner, School Psychologist, or in special education issued by the State Board of Education; or a Licensed Professional Counselor license issued by Division of Professional Registration
Interpreter of the Deaf	Facilitates communication between students with hearing impairments and hearing persons.	High school diploma or a high school equivalency (HSE) certificate	Certification issued by the Commission for the Deaf and a license issued by the Division of Professional Registration.

Music Therapist	Participates in the development and implementation of IEPs.	Bachelor's Degree	Certification recognized by the American Music Therapy Association
Occupational Therapist	Provides occupational therapy and evaluation services to eligible students with disabilities.	Bachelor's Degree	License issued by the Missouri Board of Occupational Therapy
Occupational Therapy, Certified Assistant (COTA)	Provides occupational therapy services under the direction of a licensed occupational therapist.	AA degree	License issued by the Missouri Board of Occupational Therapy
Orientation and Mobility (O&M) Specialist	Provides orientation and mobility services to eligible students with visual impairments.	Bachelor's Degree with specialization in orientation and mobility, teaching the blind and visually impaired, rehabilitation teaching, special education, occupational therapy, physical therapy or closely related area	Certified by the Academy for Certification of Vision Rehabilitation and Education Professionals (ACVREP) as an Orientation and Mobility Specialist (COMS) or Rehabilitation Services for the Blind requires COMS who have a services contract with the RSB to have certification from a national organization Current O&M services contract with Rehabilitation Services for the Blind based on acceptable combination of education, training, and experience to provide services.
Orientation and Mobility Paraprofessional	Provides orientation and mobility services under the direction of an Orientation and Mobility (O&M) Specialist.	High school diploma or a high school equivalency (HSE) certificate, and demonstrated proficiency in O&M as determined by the supervisory O&M Specialist	None
Paraprofessional	Assists with the implementation of IEPs under the direction of the teacher. Additional responsibilities may include meeting the physical needs of the student, preparation of materials and providing other supports that may be necessary based on the student's needs and disability.	High school diploma or a high school equivalency (HSE) certificate OR If assigned to a school-wide Title I building, meets the paraprofessional	None

		requirements of the Elementary and Secondary Education Act	
Paraprofessional for Braille Instruction	Assists with the implementation of IEPs under the direction of a teacher for the visually impaired.	High school diploma or a high school equivalency (HSE) certificate OR If assigned to a school-wide Title I building, meets the paraprofessional requirements of the Elementary and Secondary Education Act and demonstrated proficiency in Braille as determined by the supervisory teacher for the visually impaired	None
Physical Therapist	Provides physical therapy and evaluation services to eligible students with disabilities.	Bachelor's Degree OR Master's Degree if graduated after December 31, 2002	License issued by the State Board of Registration for the Healing Arts
Physical Therapist Assistant	Provides Physical Therapy services under the direction of a physical therapist.	60 hours prescribed course of study, Associate's Degree	License issued by State Board of Registration for the Healing Arts
Physician	Provides medical, evaluative, and diagnostic services, and assists in planning and implementing special education services for students with disabilities.	Medical Degree	License issued by the State Board of Registration for the Healing Arts
Psychologist, School	Administers psychological tests, participates on evaluation teams, provides psychological services to eligible students with disabilities as specified on the IEP, and assists in planning and implementing special education services.	Master's Degree	Certification as a School Psychologist issued by the State Board of Education
Psychologists	Administers psychological tests, participates on evaluation teams, provides psychological services to eligible students	Master's Degree	License issued by the Division of Professional Registration

	with disabilities as specified on the IEP, and assists in planning and implementing special education services.		
Recreational Therapist	Participates in the development and implementation of IEPs.	Bachelor's Degree	Certification recognized by the Recreational Therapy Association
School Nurse, LPN	Provides health services under the direction of an RN or Physician. http://www.allnursingschools.com/nursing-careers/article/registered-nurse-vs-licensed-practical-nurse/	Degree, diploma or certificate from an accredited Licensed Practical Nursing Program	License issued by the State Board of Nursing
School Nurse, RN	Provides screening, evaluative, and diagnostic health information. Provides health services to eligible students with disabilities as specified on the student's IEP. The health services would include only those not routinely provided to the entire school population.	Degree, diploma or certificate from an accredited Professional Nursing Program	License issued by the State Board of Nursing
School Psychological Examiner	Coordinates and/or participates on the multidisciplinary evaluation team. Conducts individual evaluations and assists in determining whether a student is a student with a disability	Master's Degree	Certification as a School Psychological Examiner issued by the State Board of Education
School Social Worker	Provide services to parents of students with special education needs, assists in the development and implementation of IEPs. Assist in identification and assessment of individual's educational needs including social, emotional, behavioral, adaptive needs; develops and implements behavior intervention plans; provides individual, group, parent, and family counseling and consultation; serves as a liaison with home, school, and community.	Master's Degree in Social Work	None
Social Worker, Licensed Clinical	Provides methods, principles, and techniques of casework, group work, client centered advocacy community organization, administration, planning, evaluation, consultation, research, psychotherapy and counseling methods and techniques to persons, families, and groups in assessment, diagnosis, treatment, prevention, and amelioration of mental emotional conditions. Delivers services that are billable to Medicaid.	Master's Degree	License issued by Missouri State Committee for Social Workers

Special Education Administrator	Directs, coordinates, and supervises the district's public agency's special education services.	Master's Degree	Certification as a Special Education Administrator issued by the State Board of Education.
Special Education Process Coordinator	Supervises the special education process from referral through placement and provision of services, appropriate identification and placement of students with disabilities; and, district public agency compliance with state and federal requirements for special education.	Bachelor's Degree	Certification in any area of special education issued by the State Board of Education or certification or licensure in a related service area
Special Education Supervisor/PK-12	Directs and assists special education teachers and paraprofessionals, grades PK-12, or any combination thereof, in providing special education services to students with disabilities.	Bachelor's Degree	Certification in special education issued by the State Board of Education
Speech Implementer	Assists with the implementation of IEPs under the direction of a speech/language pathologist.	Bachelor's Degree in Communications Disorders, Elementary Education, or Secondary Education	Certification as a teacher issued by the State Board of Education and annual approval by the Office of Special Education
Speech/Language Pathologist	Provides direct instruction, consultation with teachers, develops IEPs, writes evaluation reports, and may provide evaluation services and any other duties permitted by state law.	Master's Degree	Certification as a Speech and Language Pathologist issued by the State Board of Education or license issued by the State Board of Registration for the Healing Arts
Speech/Language Pathologist, Diagnostic	Provides evaluation services for students with suspected speech/language disabilities. This person does not have a caseload of students for provision of direct services.		
Speech/Language Pathology Aide	Works under the direct supervision of a licensed speech/language pathologist. Additional responsibilities may include preparation of materials and providing other supports that may be necessary based on the student's needs and disability.	High school diploma or a high school equivalency (HSE) certificate	Registration certificate issued by the State Board of Registration for the Healing Arts
Speech/Language Pathology Assistant	Assists with the implementation of IEPs under the direction of a licensed speech/language pathologist.	Bachelor's Degree	Registration certificate issued by the State Board of Registration for the Healing Arts
Teacher <ul style="list-style-type: none"> • Early childhood special education 	Direct instruction, consultation with teachers, develop IEPs, writing evaluation reports, travel training, individualized assessments.	Bachelor's Degree	Certification in early childhood special education issued by the State Board of Education

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Teacher • Early childhood blended	Direct instruction, consultation with teachers, develop IEPs, writing evaluation reports, travel training, individualized assessments.	Bachelor's Degree	Certification in early childhood or early childhood special education issued by the State Board of Education
Teacher • Hearing Impaired	Specialized instruction in sign language or other related instruction.	Bachelor's Degree	Certification in deaf and hearing impaired issued by the State Board of Education
Teacher • Specialized instruction	Direct instruction, consultation with teachers, develop IEPs, writing evaluation reports, travel training, co-teaching, individualized assessments, sign language instruction.	Bachelor's Degree	Certification in special education issued by the State Board of Education
Teacher • Visually Impaired	Specialized instruction in Braille or other related instruction.	Bachelor's Degree	Certification in blind and partially sighted issued by the State Board of Education
Vocational/Career Education Resource Educator (VRE)	Assists with the development and implementation of IEPs and the placement of students with disabilities in vocational programs.	Bachelor's Degree	Special Education Certificate or Counselor or Vocational Certificate and additional coursework as determined by the Vocational Division