

Attention Providers:

This memorandum is notification that Provider Connections is behind in processing credential renewal applications. In order to renew your credential it is vital that you follow the steps listed below in addition to fulfilling the continuing education and ongoing professional development meeting requirements.

Please complete and send the application, including the completed DCFS Authorization for Background Check (CANTS) CFS 689 (this does not require fingerprinting) form, continuing education, and Ongoing Professional Development information to Provider Connections, at least **90 days BEFORE** the expiration date.

The renewal application can be found at:

www.wiu.edu/ProviderConnections/credentialing/renewapp.php

The CANTS/SACWIS checks may take 8-12 weeks to complete and identifies an indicated report of child abuse/neglect. Continuing professional education documentation will be accepted until the expiration date of the credential.

Failing to follow the steps listed above could result in the termination of your Illinois Early Intervention Credential. If you have any questions visit www.wiu.edu/providerconnections or contact Provider Connections at 800-701-0995.