



# EASy Updates

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OCTOBER 2023

EASy 7.0 Login Register Support ▾

Knowledge Base

Competency Guidelines **[NEW]**

Endorsement Registry **[NEW]**

# Toolbar

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# Knowledge Base

The screenshot shows the top navigation bar of the EASy 7.0 application. The bar is teal and contains the text "EASy 7.0" followed by a series of dropdown menus: "Endorsement", "Alerts", "Users", "Reports", "Settings", and "Support". On the right side of the bar are links for "Cart", "Profile", and "Log Out". Below the bar, on the left, is a user greeting "Welcome, Kristen" and the "EASy Support" logo. A dropdown menu is open from the "Support" menu, listing "Knowledge Base", "Competency Guidelines", and "Support Tickets". Below this, a horizontal navigation bar contains three tabs: "Knowledge base" (which is active), "Competency Guidelines", and "My support tickets".

## Knowledge base

Here you will find some helpful tips and answers to common questions people ask when using the EASy application. If you are unable to find an answer to your question, please use the [My support tickets](#) tab to create a new support ticket, and your Endorsement Coordinator will assist you.

The screenshot shows the main content area of the Knowledge Base. On the left is a vertical sidebar menu with a teal background and white text, listing categories: "General", "Payment", "Training", "Supervision", "Education", "Work", "Leadership", "References", and "Renewal". The "General" category is selected and highlighted in teal. To the right of the sidebar is the "General" section header. Below the header is a list of seven questions, each with a downward-pointing chevron icon on the right side, indicating they are expandable. The questions are: "How do I ask for help while completing the Endorsement process?", "When does the submit button appear so I can submit my application?", "How do I change my Endorsement if I have already started the process (i.e., I began the process as an Infant Family Associate and want to switch to an Infant Family Specialist)?", "I am already endorsed. How do I begin the Endorsement process for an additional Endorsement (i.e. I earned Endorsement as an Infant Family Specialist and now want to apply for Early Childhood Family Specialist)?", "How do I set or change my alerts setting?", and "I am having trouble logging in to EASy!".

# Competency Guidelines

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EASy 7.0

Login

Register

Support ▾

Knowledge Base

Competency Guidelines

Endorsement Registry

**VAIMH Endors**

This is the **Virginia** version

**on System**

in another state, please be sure to select that state from the drop-down below.

Virginia

# Competency Guidelines

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The newest version of the Competency Guidelines for all categories can now be found directly within EASy's support tab. It is accessible as a publicly-available page for those without an EASy account.

VAIMH

## Competency Guidelines



MI-AIMH Endorsement for Culturally Sensitive, Relationship-Focused Practice Promoting Infant and Early Childhood Mental Health®.

☐ Infant Family Associate

☐ Early Childhood Family Associate

☐ Infant Family Specialist

☐ Early Childhood Family Specialist

☐ Infant Mental Health Specialist

☐ Early Childhood Mental Health Specialist

☐ Infant Mental Health Mentor (Clinical)

☐ Early Childhood Mental Health Mentor (Clinical)

☐ Infant Mental Health Mentor (Policy)

☐ Early Childhood Mental Health Mentor (Policy)

☐ Infant Mental Health Mentor (Research/Faculty)

☐ Early Childhood Mental Health Mentor (Research/Faculty)

☐ Infant Family Reflective Supervisor

☐ Early Childhood Family Reflective Supervisor

# Competency Guidelines

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Competency Guidelines

## Infant Family Specialist

Guidelines

Requirements

Renewal

The Infant Family Specialist Competency Guidelines were developed by the Michigan Association for Infant Mental Health to clearly describe the areas of expertise, responsibilities, and behaviors that demonstrate competency for this category.

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[Guidelines](#)

### Theoretical Foundations

Knowledge areas	As demonstrated by
Pregnancy and Early Parenthood	<ul style="list-style-type: none"><li>• Supports and reinforces parent's/primary caregiver's ability to seek appropriate care during pregnancy</li></ul>
Infant/Young Child Development & Behavior	<ul style="list-style-type: none"><li>• Demonstrates awareness of conditions that optimize early infant brain development</li><li>• Shares with families the realistic expectations for the development of their infants/young children and strategies that support those expectations</li></ul>

# Competency Guidelines

EASy now takes advantage of the online Competency Guidelines and gives applicants a ‘help’ button that gives you a quick explanation and includes a link to open the full guidelines for your category.

Status

Details

Competencies

Agreement

Ethics

Education

Work

Trainings

Supervision

References

*Service Skills.* In general, when considering whether or not a knowledge/skill area has been "met", the most weight is given to college courses, then to intensive or series in-services, then to shorter in-services, then conferences, then reference ratings, then work experience.

	Trainings	Education	
<b>Theoretical Foundations</b>			
<b>Pregnancy and Early Parenthood</b> ⓘ	○	✓	<b>Application Summary</b> Training Hours (submitted): 18 RS/C Hours (submitted): 22
<b>Infant/Young Child Development &amp; E</b>	○	✓	
<b>Infant/Young Child/Family Centered Practice</b> ⓘ	○	✓	
<b>Relationship-focused Therapeutic Practice</b> ⓘ	○	✓	
<b>Family Relationships and Dynamics</b> ⓘ	○	✓	
<b>Attachment, Separation, Trauma, Grief &amp; Loss</b> ⓘ	○	✓	
<b>Cultural Humility</b> ⓘ	○	✓	
<b>Disorders of Infancy/Early Childhood</b> ⓘ	○	✓	
<b>Law, Regulation &amp; Policy</b>			
<b>Ethical Practice</b> ⓘ	○	✓	
<b>Government, Law &amp; Regulation</b> ⓘ	○	✓	
<b>Agency Policy</b> ⓘ	○	✓	

Supports caregiver's ability to seek appropriate care during pregnancy.

Dismiss [View guidelines](#)

# Endorsement Registry

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Click on **Support** and select **Endorsement Registry**.

The screenshot shows the top navigation bar of the EASy 7.0 website. The bar is teal and contains the text 'EASy 7.0', 'Login', 'Register', and 'Support'. The 'Support' menu item is highlighted with a green box. A dropdown menu is open below 'Support', listing 'Knowledge Base', 'Competency Guidelines', and 'Endorsement Registry'. The 'Endorsement Registry' option is also highlighted with a green box. Below the navigation bar, the page content includes the heading 'VAIMH Endors on System' and a note: 'This is the **Virginia** version in another state, please be sure to select that state from the drop-down below.' A dropdown menu for state selection is visible, with 'Virginia' selected.

EASy 7.0 Login Register **Support** ▾

- Knowledge Base
- Competency Guidelines
- Endorsement Registry**

**VAIMH Endors on System**

This is the **Virginia** version in another state, please be sure to select that state from the drop-down below.

Virginia



# VAIMH Announcements

EASy 7.0 Login Register Support ▾

## New Applicant?

Register

## Returning users

### Username

khstahr



### Password

.....



Log in

## Announcements

Welcome to Virginia's Online Endorsement System.

***The Endorsement Renewal Deadline is 12/31 and the EASy Endorsement Renewal Window opens OCTOBER 1 each year.***

### Resources:

***Schedule a time to meet with the Endorsement Coordinator:***

<https://calendar.app.google/QiV9nB9pWsWr8r75Z>

***Organize your annual trainings (worksheet):***

[https://drive.google.com/file/d/1qOs-MFG6WyYaJhGq9sXWWsZW6ZP9skZY/view?usp=drive\\_link](https://drive.google.com/file/d/1qOs-MFG6WyYaJhGq9sXWWsZW6ZP9skZY/view?usp=drive_link)

***VAIMH Website:***

<https://www.vaimh.org/endorsement-renewal>

# Password Reset

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New Applicant?

Register

Returning users

Username

khstahr



Password

.....



Log in

Trouble logging in?

Please check our [Knowledge Base](#) for some common issues users have accessing EASy by clicking the Support tab.

Forget your login information?

EASy Username\*


Send temporary login

Welcome, Kristen

## My applications

### Infant Family Specialist

Started: 04/16/2023

 [Edit details](#)


Welcome, Kristen

## My endorsements

### Infant Family Associate

Endorsed: 09/21/2022

**Renewal due:** 12/31/2023

 [Edit details](#)

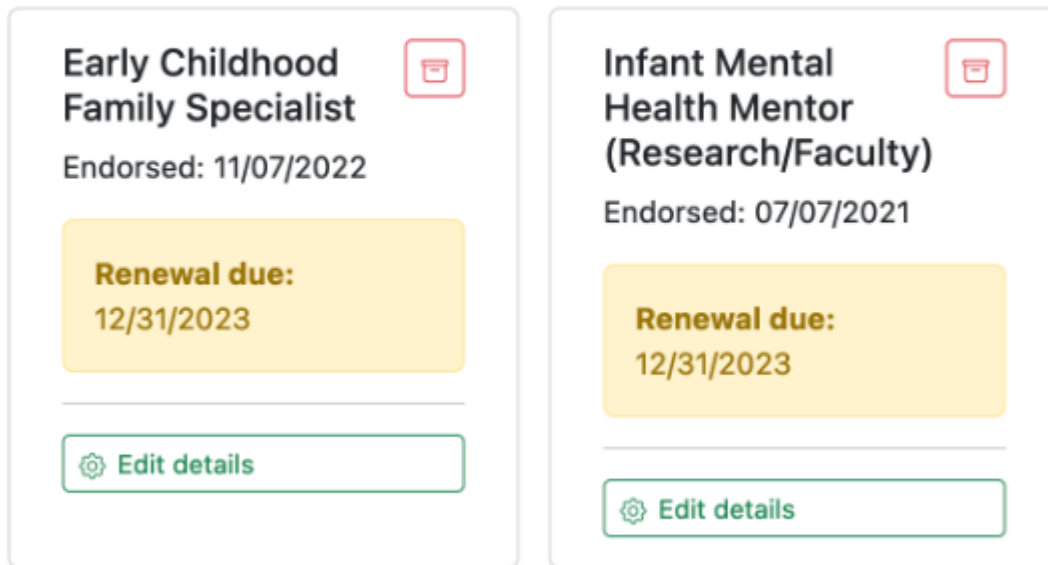
# Accessing your Endorsement Application & Endorsement “Cards”

Clicking on the **Endorsement** tab will allow you to access your **applications** that are new or in process and access your current **Endorsements** for renewal purposes.

Click **Edit Details** to access your information.

Your Endorsement “**cards**” will allow you to have faster access to key functions while showing at a glance the date(s) of your Endorsement, and alerts whenever renewal is needed.

## My endorsements



The screenshot displays two endorsement cards under the heading "My endorsements". Each card includes a title, an endorsement date, a yellow box for the renewal due date, and an "Edit details" button with a gear icon.

Endorsement Title	Endorsed Date	Renewal Due Date
Early Childhood Family Specialist	11/07/2022	12/31/2023
Infant Mental Health Mentor (Research/Faculty)	07/07/2021	12/31/2023

### Caution:

With the EASy updates, more actions are automatic within the platform (e.g., charging late fees, removal from registry, etc.).

# Annual Renewal

# Renewal Options

## 1. Endorsement Renewed

- You meet the [renewal requirements](#), and your status is changed back to “Endorsed”.

## 2. Removed From Registry

- You do not complete your renewal on time.

## 3. Inactive Registry

- You wish to maintain your Endorsement, but you were not able to meet all requirements for the annual renewal.

## 4. Archive Endorsement [NEW]

- You do not wish to maintain your Endorsement, and you wish to be removed from the Active Registry.

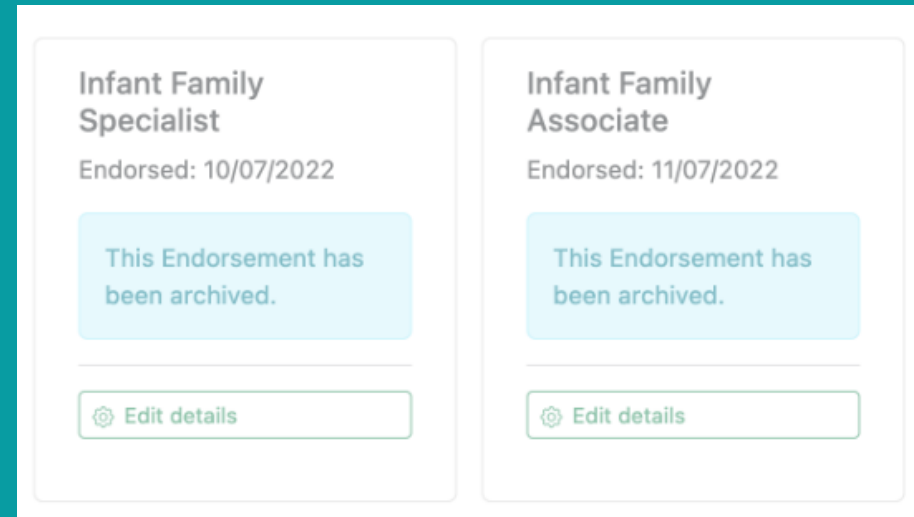


Clicking on the red **Archive** icon will allow applicants (and the Endorsement Coordinator) to archive old endorsements that are 1) **no longer being used** OR 2) Endorsements **you no longer wish to maintain**.

**Examples:**

- 1) You are dually endorsed (e.g., IFS & IFRS). You may wish to archive your IFS Endorsement and keep IFRS active.
- 2) You are no longer interested in maintaining your Endorsement (actively or inactively). Archiving your credential will allow you to have control over your application, and you come back to it in the future should you wish to do so.

# Archiving an Endorsement



Another feature that dual endorsement applicants will find very helpful is the ability to copy entries from one application to another within key tabs housed in your application.

Copy to... ▼ Edit Delete

- Infant Family Reflective Supervisor (17601)
- Early Childhood Mental Health Mentor (Research/Faculty) (7946)
- Early Childhood Family Specialist(4789)
- Infant Mental Health Mentor (Research/Faculty)(3739)



**Great!** Your entry was copied to Application 17601 successfully. ✕

### Work 3

Copy to... ▼ Edit Delete

**Employer\***

Workroom

**Address\***

Novi

**Title\***

Copying entries  
from one  
Application to  
another