SLHS 658 EXTERNSHIP
Clinical Practicum Syllabus
Academic Year 2014-2015

Spring Semester: January 14, 2015 - May 6, 2015
Commencement: May 16, 2015

GENERAL INFORMATION
Name of School: Mind, Brain, and Behavior
Name of Department: Speech, Language, and Hearing Sciences
Course: SLHS 658 Clinical Practicum
Credit hours: 2-3
Course level: Graduate

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Please check with your off-campus supervisor for office hours

COURSE PREREQUISITES
Establish your start and end date with your supervisor at the time of your interview or first contact.
Read ASHA Code of Ethics
Read 2014 SLP Certification Standards
Read 2014 SLP Standards Update
Completion of required graduate course work in academic classes

COURSE DESCRIPTION
Students enrolled in SLHS 658 will apply theoretical concepts to assess, diagnose, and manage individuals with speech, language, and hearing disorders. Students will further their clinical knowledge base necessary for successful completion of the National Examination in Speech Pathology and
Audiology (PRAXIS). **New SLP Praxis exam will be launched September 2014.** Individual speech-language diagnostic and therapy sessions will be arranged by an ASHA certified supervisor. The Clinical Practicum will be completed in the sites identified to meet the requirements of competencies in child and adult hours.

The graduate fieldwork internship experience in Clinical Speech-Language Pathology requires the graduate student to spend one-to-two sessions of clinical practice in a pre-arranged clinical site assigned by the clinical faculty. This experience allows the student to finish accumulating the clinical clock hours necessary for application for ASHA’s Certificate of Clinical Competence, as well as develop the knowledge and skills necessary for entering the job market in clinical speech-language pathology.

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**FORMS/DOCUMENTS ASSOCIATED WITH THIS COURSE**

Please see clinic manual sent electronically

- Syllabus
- CALIPSO (electronic student tracking forms)
  - Student self-evaluation
  - Student evaluation
  - Clinical Instructor evaluation
  - Supervisor evaluation
  - Log of contact hours
- Portfolio Assessment of Clinical Education
- Clinical Hour Accrual (in Student Clinical Profile blue binder)
- Inventory of Interests in Special Programs, Populations, and Places
- Clinic Schedule (in schedule binder)
- Log of Clinic Contact Hours
- Reflective Review and Self-evaluation per specific clinical instructor
- CFCC 2014 SLP Standards Update
- Course Evaluation

**Off-campus Site requirements**

- Fingerprint Clearance Card: The UAPD; 621-8273; T/Th 8-11 [http://www.azdps.gov/Services/Fingerprint/](http://www.azdps.gov/Services/Fingerprint/)
- Employee Health requirements (TB, varicella vaccine, Hepatitis vaccine or waiver, measles/mumps/rubella-mmr vaccine)

**Forms completed at the end of your course:**

- Evaluation of Supervisor (CALIPSO)
STUDENT LEARNING EXPECTATIONS/OUTCOMES FOR THIS COURSE

Demonstrate knowledge in the following areas:
- articulation
- fluency
- voice and resonance, including respiration and phonation
- receptive and expressive language (phonology, morphology, syntax, semantics, and pragmatics)
in speaking, listening reading, writing, and manual modalities
- hearing, including the impact on speech and language
- swallowing (oral, pharyngeal, esophageal, and related functions, including oral function for feeding; orofacial myofunction)
- cognitive aspects of communication (attention, memory, sequencing, problem-solving, executive functioning)
- social aspects of communication (including challenging behavior, ineffective social skills, lack of communication opportunities)
- communication modalities (including oral, manual, augmentative, and alternative communication techniques and assistive technologies)

Demonstrate knowledge of:
- the principles and methods of prevention, assessment, and intervention
- processes used in research and the integration of research principles into evidence-based practice
- standards of ethical conduct by adhering to the ASHA Code of Ethics
- contemporary professional issues

Demonstrate skill in:
- evaluation - conduct screenings/prevention procedures, collect case history information and integrate information, select and administer appropriate evaluation procedures, adapt evaluation procedures, interpret/integrate/synthesize all information to develop diagnoses, complete administrative/reporting functions, demonstrate appropriate writing skills, and refer clients/patients for appropriate services
- intervention – develop plans with measurable and achievable goals, collaborate with clients/patients/relevant others, implement intervention plans, select/develop appropriate materials and instrumentation, measure and evaluate performance and progress, modify plans, strategies, materials, or instrumentation, complete administrative and reporting functions, and identify and refer clients/patients for services
- interaction and personal qualities – communicate effectively, collaborate with other professionals, and provide counseling

COURSE STRUCTURE/APPROACH

To obtain clinical competency, a graduate student must complete a minimum of 400 clinical clock hours of supervised clinical experience in the practice of speech-language pathology. The student must obtain
375 clinical hours in direct client/patient contact and 25 hours in clinical observation. At least 325 of the 400 clock hours must be completed while the student is engaged in graduate study.

Direct supervision must be in real time and must never be less than 25% of the student’s total contact with each client/patient and must take place periodically throughout the practicum. These are minimum requirements and should be adjusted upward if the student’s level of knowledge, experience, and competence warrants. Supervisors sign off for the 25% time observed and for other hours obtained at the site, although not necessarily observed. Supervision must be provided by an individual (or individuals) who hold a current Certificate of Clinical Competence in Speech-Language Pathology and/or Audiology. (Standard V-E)

Supervised clinical practicum must include experience with client/patient populations across the life span and from culturally/linguistically diverse backgrounds. Practicum must include experience with client/patient populations with various types and severities of communication and/or related disorders, differences, and disabilities. The student must complete a total practicum experience that includes supervised clinical experiences sufficient in breadth and depth in evaluation, intervention, and interaction/personal qualities.

TEXTBOOK AND REQUIRED MATERIALS

Readings required by your specific site

ASSESSMENT OF STUDENT LEARNING OUTCOMES

Your off-campus supervisor will determine competency at mid-session and end-of-session, using CALIPSO, based on the 2005 ASHA Standards for the Certificate of Clinical Competence in Speech-Language Pathology. These forms are the only forms that the supervisor needs to complete.

CALIPSO

- examines mastery of competencies required by the American Speech-Language-Hearing Association in the areas of assessment, intervention, and interaction/personal qualities.
- allows the clinical instructor to grade the student based on a 4 point scale on the competencies required by the American Speech-Language-Hearing Association in the areas of prevention activities, screening procedures, evaluation, treatment, outcome measurement, reporting, personal qualities and verbal interaction, and professional demeanor.

Portfolio Assessment of Clinical Education, an overview of the clinic placement (client and management profiles, treatment formats, treatment setting, and self appraisal) is completed by the student at the end of each semester.

The student completes the following forms:

- The Accumulated Course Work Hours: records direct contact hours obtained in eight content areas, child/adult treatment, and child/adult evaluation.
- Clinic Hour Accrual: records accumulated clinical coursework, total clinical hours, and graduate clinical placements (completed at the end of each semester in CALIPSO)
- Self-Evaluation: student reports strengths and areas needing improvement.
• Praxis Exam Follow-up: provides score on our national organization’s examination for a Certificate of Clinical Competency.
• Student evaluation of the off-campus site completed at the end of each semester (CALIPSO)
• Clinic Hour Accrual: records accumulated clinical coursework, total clinical hours, and graduate clinical placements.
• Inventory of Interests: records particular interests in special programs or populations. Please note that the clinical instructors cannot guarantee any placements.

COURSE REQUIREMENTS

Last day of fall semester on-campus clinics: December 10, 2014 (last day will be determined by your off-campus supervisor)

The end-of-session procedure:
The last day of clinics on-campus is Wednesday December 10, 2014. You may be required to extend your off-campus rotation. This is your off-campus supervisor’s decision. Regardless, you will be responsible for completing a variety of tasks prior to the end of clinic. You are responsible for:

no later than Monday 11/26/14

Ensure that your spring, 2015, schedule is in the schedule book and includes your current telephone number, email address, classes you have taken, enrolled in, or will be taking in the spring and any other information (e.g., activities/events that may conflict with your spring assignment). If you have not completed your schedule, please check with the clinic secretaries for a schedule form.

Place your ISP in the Student Clinical Profiles book.

If you have on-campus clients:

Friday 12/12 by 9:00am or after final session completion

Rough drafts of progress reports

Enter clock hours in CALIPSO

Tuesday 12/16 by 5:00pm

All final signed progress reports completed and in the chart with Lytec notes completed. For DDD, VR and 1st time clients, copy report and place in file.

Graduate Clinicians are responsible for formatting and printing progress reports.

This is not the responsibility of the clinic staff.

Wednesday 12/17 or Thursday 12/18

Schedule a final meeting with your clinical instructor(s)
Bring dubbed DVDs (each client on a separate DVD) with sampling of therapy activities.

Bring permanent chart with signed reports and PACE

Return all borrowed items to your clinical instructor.

Check out starts

**Wednesday 12/17 at 12:00 noon**

and ends **Thursday 12/18 at 5:00pm**

Final clinic wrap up

Update The Student Clinical Profiles (room 408)

Close out client’s file in Lytec (progress and standard notes)

Complete check out procedures with clinic secretaries (sign-up sheet in clinic) and with Lacy

Update attendance book; verify billing dates with Lacy

Return files to permanent location in the clinic office

Return all REWOUND digital video cassette tapes to clinic secretaries, and, of course, return all commercial products, tests, and raw materials to their appropriate place in the GBC, CAC, ACE and CHW. Please return personal items to clinical faculty.

Remember! When rewinding DV tapes, there are DVC recorders in the Computer Lab and GBC workroom. Please do NOT use cameras for rewinding tapes.

***Failure to comply with the above will mean you are not eligible to receive an “A” in your off-campus internship***

**SPRING SEMESTER DUE DATES**

**Off-campus spring clinic is expected to begin Wednesday 1/14/2015**

**Passing the Torch Ceremony:** 5/1/2015

**On-campus first draft progress reports:** May 8 at 9am or 24 hours after client’s last session

**Close out (follow procedures above):** May 11-15

**Signed progress reports:** May 11 at 5:00pm

**COURSE POLICIES**

Students are expected to follow:

- the course syllabus
- e-mails sent by a clinical instructor
• information presented in Tool School

The most recent date of any information stands as the policy.

Students are expected to follow the expectations of the individual off-campus supervisor. Your site may require you to wear the facility ID badge.

Students are expected to follow UA Graduate College Policies. Of particular importance:
• Academic integrity
• Leave of absence

Students are expected to follow the UA Infection Control Policies and complete a test annually. http://risk.arizona.edu/training/

Students are expected to follow the Department of Speech, Language, & Hearing Sciences Speech-Language Clinic Manual

GRADING
Your clinical instructor assigns your final grade. This is based on the CALIPSO submitted by your clinical instructor and the expectations/requirements stated in the syllabus. Grading will take place at the end-of-session. A grade of C or lower for the final grade may result in a repetition of the rotation and the clinical instructor may refuse to sign off on your accrued clinical hours. There is no re-grading. If you have more than 4 units of graduate work with a grade of C or below in two practicum experiences, you may not continue in the clinical master's program, regardless of your grade point average.

ARIZONA LICENSURE
If you are going to be working in Arizona, you are required to follow ASHA policy: Please see Arizona Department of Health Services http://www.azdhs.gov/als/special-licensing/speech-and-hearing/index.htm

ASHA website for complete information concerning the requirements of your particular state
• www.asha.org/advocacy/state/

ABSENCES
If you are unable to attend a session, you are responsible for notifying your off-campus supervisor. Your off-campus supervisor will determine the course of action. During times of highly contagious flu, the Department of Health and Human Services encourages everyone not to expose others to flu-like symptoms.

The following are excused absences
• All holidays or special events observed by organized religions will be honored for those students who show affiliation with that particular religion
• Absences pre-approved by the Dean of Students or Dean’s designee will be honored
**DISABILITY RESOURCES**
If you anticipate barriers related to the format or requirements of this course, please meet with Cass or your primary clinical instructor so that we can discuss ways to ensure your full participation in the course. If you determine that disability-related accommodations are necessary, please register with Disability Resources (621-3268; drc.arizona.edu) and notify me of your eligibility for reasonable accommodations. We can then plan how best to coordinate your accommodations. Disability accommodations will not be provided to students not registered with the DRC. Accommodations must be planned for well in advance. You must be registered with the DRC and talk to me within the first three weeks of the semester to make arrangements.

**PROFESSIONALISM**

- Professional interactions, with faculty, staff, student workers, peers, fellow students, clinical rotation site individuals, and third parties are required by the Department of Speech, Language, and Hearing Sciences. This includes communication that is face to face, by phone, e-mails, texts, letters, and other forms of communication.
- Plagiarism and Academic Code of Integrity: http://deanofstudents.arizona.edu/codeofacademicintegrity
- Policy against threatening behavior by students: http://policy.web.arizona.edu/threatening-behavior-students