

_____ CEY ___ ASSISTANT___

_____ CEY ___ ASSISTANT___

12. LIST DUTIES AND RESPONSIBILITIES TO BE ASSIGNED TO THE ASSISTANT
(See rule 690:10-7-10)

13. PLEASE ANSWER THE FOLLOWING QUESTIONS:

A. HAVE YOU EVER BEEN DENIED A LICENSE OR CERTIFICATE TO PRACTICE AS A SPEECH-LANGUAGE PATHOLOGY ASSISTANT OR AUDIOLOGY ASSISTANT IN ANOTHER STATE OR COUNTRY? _____

IF YES, PLEASE PROVIDE AN EXPLANATION ON A SEPARATE PAGE.

B. HAVE YOU EVER HAD A SANCTION REGARDING YOUR LICENSE OR CERTIFICATE TO PRACTICE AS A SPEECH-LANGUAGE PATHOLOGY ASSISTANT OR AUDIOLOGY ASSISTANT INCLUDING BUT NOT LIMITED TO REVOCATION, REPRIMAND, SUSPENSION, FINE, ADDITIONAL REQUIREMENTS

FOR SUPERVISION, ACADEMIC COURSEWORK OR ANY OTHER DISCIPLINARY ACTION? _____

IF YES, PLEASE PROVIDE AN EXPLANATION ON A SEPARATE PAGE. (INCLUDE RELEVANT DATES.)

C. HAVE YOU EVER BEEN FOUND GUILTY OF UNPROFESSIONAL CONDUCT? _____

IF YES, PLEASE PROVIDE AN EXPLANATION ON A SEPARATE PAGE.

D. HAVE YOU EVER PLEAD GUILTY TO OR BEEN CONVICTED OF A FELONY? _____

IF YES, PLEASE PROVIDE AN EXPLANATION ON A SEPARATE PAGE.

14. ATTACH PAYMENT OF \$85.00/ NO ACTION WILL BE TAKEN BY THE BOARD UNTIL THE FEE IS REMITTED. IN THE EVENT THAT THE BOARD REFUSES TO AUTHORIZE THIS PROPOSED ASSISTANT, THE FEE WILL BE FORFITTED.

ATTACH A RECENT PHOTO HERE
INDICATE DATE OF PHOTO

ATTACH CHECK HERE
DO NOT TAPE

15. I HAVE READ AND WILL FOLLOW THE GUIDELINES FOR SPEECH-LANGUAGE PATHOLOGY ASSISTANTS AND TO THE BEST OF MY KNOWLEDGE, THE STATEMENTS CONTAINED IN THIS APPLICATION ARE TRUE, COMPLETE, AND CORRECT.

SIGNATURE OF ASSISTANT DATE _____
SIGNATURE OF SUPERVISOR LIC # DATE

STATE OF _____:
COUNTY OF _____:

Subscribed and sworn to or affirmed before me this _____ day of _____, 20____. SEAL

My Commission expires: _____

My Commission number: _____

Notary Public: _____

You and your supervisor need to study and retain a copy of these licensure guidelines for your personal files.

Oklahoma Board of Examiners for Speech-Language Pathology and Audiology

Guidelines for Authorization of Speech-Language Pathology Assistants

Application Considerations:

The Board shall consider on an individual basis the request of each applicant for an assistant license. Before granting a license the Board will consider the applicant's academic training and clinical experience, specific duties and responsibilities, and amount and nature of the applicant's supervision. The Board retains the power to determine whether or not an applicant has completed all requirements.

Section 690:10-7-2 Titles to be used by assistants

The speech-language pathology or audiology assistant may not use any title included in of Section 1603 of the Speech-Language Pathology and Audiology Licensing Act. The Assistant may use only the titles "Speech-Language Pathology Assistant", "Audiology Assistant "or "Speech-Language Pathology and Audiology Assistant", depending upon the area(s) in which the assistant is licensed.

Section 690:10-7-4 Representation of Assistant Licensure

The assistant is not authorized to represent himself or herself as an independent practitioner of speech-language pathology or audiology. Preparation or distribution of announcements of practice, independent telephone listings, or other such notices shall be in violation of the license as a Speech-Language Pathology or Audiology Assistant and will lead to automatic revocation of such license.

Section 690:10-7-5 Application for Assistant License

Application for licensure as a Speech-Language Pathology or Audiology Assistant shall be made by submitting to the Board the Application for Licensure as a Speech-Language Pathology or Audiology Assistant

as available from the Board, signed by both the applicant and proposed supervisor, and notarized. The application must indicate that the supervisor agrees to supervise the assistant's practice and that the supervisor accepts full and complete responsibility for that practice.

Section 690:10-7-6 Period of Licensure

Licensure as a Speech-Language Pathology or Audiology Assistant shall be for a period of one (1) calendar year from January 1 to December 31st of that year.

(1). Academic Training

Section 690:10-7-9 Academic requirements

(a) Academic requirements for Speech-Language Pathology Assistants

(1) Until June 1, 2013, each speech Speech-Language Pathology Assistant applicant shall hold not less than a high school degree or its equivalent. Effective June 1, 2013 speech-language pathology assistants with only a high-school degree or its equivalent will no longer be eligible for licensure.

(2) After June 1, 2013, each Speech-Language Pathology Assistant applicant shall hold not less than an associates degree, or its equivalent, with a major emphasis in speech-language pathology from an accredited academic institution.

(3) Each Speech Language Pathology Assistant applicant shall submit a bona fide official transcript(s) and verification of academic preparation and clinical experience reflecting a minimum of eighteen (18) semester credit hours in general education, a minimum of twenty (20) semester credit hours in technical content, a minimum of twenty five (25) hours of observation which precede a minimum of 100 clock hours of supervised clinical experience.

(A) General Education. Applicants must earn at least eighteen (18) semester credit hours in oral and written communication, mathematics, computer applications, social sciences and natural sciences.

(B) Technical Content. Applicants must earn a minimum of twenty (20) semester credit hours in the following areas:

(i) Normal processes of communication.

(ii) Overview of communication disorders.

(iii) Instruction in assistant-level service delivery practices.

(iv) Instruction in work-place behaviors.

(v) Cultural and linguistic factors in communication.

(vi) Observation experiences include direct on-site observation of a fully licensed Speech- Language Pathologist. Additional observation experiences may include on-site, video or digital observation of a fully licensed Speech-Language Pathologist.

(vii) The supervising speech-language pathologist will supervise no more than two assistant students at any one time.

(viii) The student must be supervised a minimum of 50% of the time when engaged in patient/client contact.

(2). Clinical Training

(C) Assistant Clinical Experience. Applicants must complete 100 clock hours of clinical experience supervised by a Speech Language Pathologist who has been fully licensed for a minimum of two years.

(3). Specific Duties and Responsibilities

Section 690:10-7- 10 Roles and responsibilities of Speech-Language Pathology Assistants and Audiology Assistants

(a) Allowed activities as delegated by the supervising Speech-Language Pathologist.

- (1) Assist the Speech-Language Pathologist with speech-language and hearing screenings.
- (2) Assist with informal documentation as directed by the Speech-Language Pathologist.
- (3) Follow documented treatment plans or protocols developed by the supervising Speech- Language Pathologist.
- (4) Document patient/client performance.
- (5) Assist the Speech-Language Pathologist with assessment of patient/clients.
- (6) Assist with clerical duties.
- (7) Perform checks and maintenance of equipment.
- (8) Support the Speech-Language Pathologist in research projects, in service training, and public relations programs.
- (9) Collect data for monitoring quality improvement.
- (10) Exhibit compliance with regulations, reimbursement requirements and speech language pathology assistant's job responsibilities.

(b) Non-allowed activities of the Speech-Language Pathology Assistant

- (1) May not perform diagnostic tests, formal or informal evaluations or interpret test results.
- (2) May not evaluate or diagnose patients/clients for feeding/swallowing disorders.
- (3) May not participate in parent conferences, case conferences, or any interdisciplinary team without the presence or prior approval of the supervising Speech-Language Pathologist.
- (4) May not write, develop, or modify a patients/client's individualized treatment plan in any way without the prior approval of the licensed speech-language pathologist.
- (5) May not assist with patients/clients without following the individualized treatment plan approved by the Speech-Language Pathologist or without access to supervision.
- (6) May not sign any formal documents not drafted and/or approved by the Speech-Language Pathologist prior to dissemination of the document.

(4). Amount and Nature of the Supervision

Section 690:10-7-3 Supervision required

(b) Speech-language pathology assistants who hold only a high-school degree or its equivalent must practice under the full-time supervision of a licensed speech-language pathologist. Effective June 1, 2013 speech-language pathology assistants with only a high-school degree or its equivalent will no longer be eligible for licensure.

(c) A speech-language pathology assistant who has completed academic and clinical practicum requirements as set forth in Section 690:10-7-9 (a) may practice under a minimum of 30% direct and indirect supervision weekly for the first 90 days with a minimum of 20% actual patient/client contact time weekly. After successful completion of the first 90 days a minimum of 10% of direct, onsite supervision is required with 20% indirect supervision. The supervising Speech-Language Pathologist must be available by electronic means at all times when the Speech-Language Pathology Assistant is performing clinical activities. Appropriate documentation must be maintained. The direct supervision will be in such a manner that all clients/patients are directly supervised by the supervisor.

- (1) Direct supervision: in-view observation and guidance by a speech-language pathologist while an assigned activity is performed by support personnel.
- (2) Indirect supervision is defined as those activities (other than direct observation and guidance) conducted by a speech language pathologist that may include methods such as audio-and/or videotape recordings, telephone communications, conferences, and review of numerical data.

(5). Number of Assistants Assigned to the Proposed Supervisor

(a) The speech-language pathology assistant must be supervised by a speech-language pathologist who has been fully licensed for two years. The audiology assistant must be supervised by an audiologist who has been fully licensed for two years. Each supervisor shall accept no more than two assistants. Each practitioner licensed in both speech-language pathology and audiology is likewise restricted to two assistants in aggregate. Further, the total number of assistants and interns (licensed under Subchapter 3 of these rules) supervised by a single supervisor shall not exceed two.

690:10-3-8 **Continuing education for speech-language pathologists, audiologists and speech-language pathology assistants**

Clock hours required for license renewal. A minimum of twenty (20) clock hours of acceptable continuing education will be required for renewal of a license to practice speech-language pathology or audiology in a two year period. The continuing education period begins in January of every odd-numbered year. A speech-language pathologist or audiologist obtaining initial licensure during a two-year period shall have his or her continuing education requirement prorated to 2.5 clock hours per full quarter remaining in that period.

Please review the rules for additional information on continuing education.

License renewal fee

The license renewal fee shall be eighty-five dollars (\$85.00) each calendar year to renew licenses. The renewal fee is **due on or before December 31st of each year**. Failure of any licensed person to pay the renewal fee before the first day of January does not deprive the licensee of the right to renew the license, but the fee paid for renewal postmarked after December 31st shall be increased by 50% for each month or fraction thereof that the payment is delayed, up to a maximum of three times the renewal fee (\$255.00). **Failure to pay the renewal fee by January 1st, however, shall render the license invalid until renewed.** Renewal of an invalid license within the first year will result in an automatic audit of that licensee's continuing education activities for the preceding continuing education two-year reporting period. Failure to renew a license within the twelve month period following expiration, without otherwise placing the license(s) in question on inactive status (see 690:10-9-6), will render the license permanently invalid, requiring reapplication for licensure based on meeting all current requirements for licensure in the applicant's area of specialization.

CONSEQUENCES OF NON-RENEWAL OR WORKING OUT OF THE SCOPE OF PRACTICE FOR SLPA'S:

- A. A COMPLAINT MAY BE FILED.**
- B. A SANCTION OR CENSURE MAY BE IMPOSED.**
- C. A FINE MAY BE IMPOSED**
- D. LICENSE MAY BE REVOKED.**