



Department of Social Work and Communication Sciences and Disorders
CSDS 497 Roles, Responsibilities, and Competencies of the SLPA
3 credit hours
Spring 2023

Course	CSDS 497: Roles, Responsibilities, and Competencies of the SLPA
Instructor	Erin Stehle Wallace Ph.D., CCC-SLP
Location	315 SHLS
Credits	3 hours
Course time	Asynchronous
Email and Phone	wallacees@longwood.edu 804-385-8487
Office Hours	Tuesday: 2:00 to 3:30 Thursday: 2:00 to 4:30

Course Information

Course Description:

Three-credit hybrid course including instruction on the roles, responsibilities, and scope of practice for a Speech Language Pathology Assistant (SLPA) and how to effectively collaborate with an SLP. Additionally, this course will include lectures on American Speech Language Hearing Association (ASHA) assistant code of conduct, ethics, patient/client/student confidentiality (e.g., HIPAA, FERPA), and universal safety precautions. During the course students will complete ASHA’s SLPA Education Modules and will complete a supervised experience which will include hours of direct client, student, or patient services.

American Speech Language Hearing Association (ASHA) requires a minimum of 100 hours of direct clinical experience to become an SLPA. This course and previous coursework will help prepare students to sit for the assistant’s certification exam.

Please review Standards for ASHA Speech-Language Pathology Assistants Certification found at: <https://www.asha.org/certification/2020-slua-certification-standards/>

Pre-requisite: CSDS 489.

With this being a three-credit hour course please acknowledge that this will entail 112.5 hours of work of the course of the semester. Break down: 37.5 hours will be of instruction and 75 hours will be used for studying, completion of assignments and projects, and reading outside of class.

Successful completion of the SLPA coursework allows students to gain the necessary competencies required by ASHA to serve as a speech language pathology assistant. Upon completion students will be prepared for a career as a speech language pathology assistant in a variety of settings (e.g., school, clinic, medical).

Student Learning Outcomes:

Upon completion of this course, students should be able to:

1. Identify and describe the roles, responsibilities, and scope of practice of a speech language pathology assistant.
2. Compare and list the differences between a speech language pathologist's roles, responsibilities, and scope of practice and a speech language pathology assistant's roles, responsibilities, and scope of practice
3. Describe how to effectively establish rapport and collaborate with a speech language pathologist
4. Identify the necessary steps to obtain a certificate for a career as a speech language pathology assistant.
5. Describe the code of ethics for a speech language pathology assistant.
6. Describe the ethics of cultural diversity.
7. Identify and discuss the importance of patient/client/student confidentiality (e.g., HIPAA, FERPA) and how to handle confidentiality in the workplace.
8. List and describe universal safety precautions in the workplace.
9. Name and describe professional practices in both a medical and school placement.

Maternity Leave:

I will go out on maternity leave beginning Friday March 31. From April 4 through 27 your lectures will be recorded and this time will be used to complete your remaining hours.

Required and Recommended Texts and Modules

Required Texts:

None. Supplemental reading will be required throughout the semester. Students will be notified through *CANVAS* announcements of specific titles and accessibility.

Recommended Texts:

Ostergren, J. A. (2019). *Speech-language pathology assistants: A resource manual*. Plural Publishing
ISBN-13: 978-1944883263
ISBN-10: 1944883266
Price: \$89.00

Required Modules:

ASHA SLPA Education Modules

Link to Purchase:

<https://apps.asha.org/eweb/olsdynamicpage.aspx?title=slpa+education+modules&webcode=olsdetails>

Price: \$45.00

Assignments, Due Dates, and Grading Scale

Assignments:

Assignment	Points	Due Date
ASHA Modules and Notes	20 x 6, 120	See Schedule
Study Game	50	March 30
Reflections on Ethics, Universal Safety Precautions, and Patient Confidentiality	40 x 3, 120	February 2, 9, and 16
Observation or Clinical Hours (at least 25) and journal	250	April 25
Discussion Boards x 6	10 x 6, 60	See Schedule
Presentation	100	January 26
Final Reflection	25	April 27
Final Portfolio	25	April 27
Total	700	

Detailed Descriptions:

- 1. ASHA Modules: (120) (Individual):** You will complete the six ASHA: SLPA Education Modules. While watching these modules you will take detailed notes on the presented information. At the conclusion of each module, you will upload a screen shot showing your completion of the module alongside your detailed notes from the module. Once you complete all six you will receive a certificate, upload this certificate to Canvas for your sixth module submission. You will NEED this for certificate for your SLPA certification. You will complete the following modules: Module 1: Overview, and Rules and Regulations, Module 2: Scope of Practice/Roles and Responsibilities, Module 3: Ethics, Module 4: Supervision, Module 5: Professional Practices in Health Care and Educational Settings, and Module 6: Communication, Collaboration, and Teaming.
- 2. Study Game: (50) (Individual):** Select a topic that is from the ASHA SLPA Exam. will create a study/review game that you can share with the class on that topic.
- 3. Reflections on the Ethics, Universal Safety Precautions, and Patient Confidentiality Lectures: (120) (Individual):** During class time you will participate in three REQUIRED one-hour lectures on Ethics, Universal Safety Precautions, and Patient Confidentiality. The following class period you will submit a reflection on your key takeaways from each lecture. Ensure you read the prompts and rubric on Canvas. Your reflection should be approximately two pages double spaced. Once you have completed all three lectures, you will receive a certification that is good for two years.
- 4. Observation or Clinical Hours and Journal: (250) (Individual):** For the purposes of this class, you MUST complete at least 25 hours. However, the more hours the better! You will complete either observation hours at Longwood Speech Learning and Hearing Clinic or we will find an external placement where you can complete SLPA hours. If you intend to go to graduate school and not become an SLPA you can carry over up to 50 hours of direct services (which you would receive at an external placement). It is your responsibility to find these placements. Once you locate a placement you will provide me with the contact information, and we will setup a contract. During the completion of either your observation or direct SLPA hours you will maintain a log and a journal. The log will help you track your hours and must be signed off by the supervising SLP. Check canvas for the prompts you must address in your journal entries. You will submit your journal and hours at the END of the semester.

5. **Discussion Boards: (60) (Individual):** You will complete six discussion boards throughout the course of the semester. The discussion boards will include topics on diversity, equity, and inclusion, how to collaborate with an SLP, SLPA roles and responsibilities, certification, ethics, and professional issues as well as opportunities for you to engage in self research and use your creativity. Each discussion board post is worth ten points and we will use these as conversation starters in class time.
6. **Presentation: (100) (Individual):** Complete a 15-minute presentation with. You and your partner will create a day in the life of an SLPA presentation. See canvas for the rubric. Use your creativity here!
7. **Final Reflection: (25) (Individual):** You will record a five-to-10-minute video discussing what you learned from your clinical or observational hours and your key takeaways. See Canvas for the rubric.
8. **Final Portfolio: (25) (Individual):** To apply for the SLPA certification exam you need your transcripts to show proof of a CSD undergraduate degree, your SLPA modules certificate, proof of completion of your three one-hour lectures, your clinical hours log, and complete the application on ASHA. For this assignment you will compile all these documents and (mock) complete the application to form your portfolio. You can compile everything through a website, google drive, or any platform that works best for you.

Grading Scale:

Grade	Percentage	Grade	Percentage
A	94- 100%	C	73 – 77.9%
A-	90– 93.9%	C-	70 – 72.9%
B+	88– 89.9%	D+	68 – 69.9%
B	83– 87%	D	63 – 67.9%
B-	80– 82.9%	D-	60 – 62.9%
C+	78– 79.9%	F	0 – 59.9%

Course Organization and Student Platforms

Organization:

All the PowerPoints and course assignments will be organized into modules on Canvas. Each module will include the necessary content for that area of study. For example, the modules will include the powerpoint, required readings, assignments, and any other necessary material. Activities and assignments will be developed around each of these modules of study.

Canvas:

Each student is responsible for verifying his or her access to *Canvas CSDS 290*. Additional information about class assignments, expectations, and announcements may be posted on *Canvas*. It is critical that students check for the relevant announcement when planning for the next scheduled class.

Choice of web browser is critical to successful interaction with Canvas. Some incompatibility issues have been observed when using Internet Explorer, particularly when taking online quizzes. You are encouraged to use Google Chrome when interacting with Canvas.

External Placement Policies

Getting Started:

- All background forms - HIPAA, Bloodborne Pathogen, Handwashing, Proof of Auto Insurance, and Background Check Form must be completed before you can obtain any off-site clinical hours. **(You should have completed these forms in CSDS 489)**
- Some placements may have their own paperwork, which you will need to complete in addition to the above forms. (Each placement will be different)
- It will be your responsibility to find external placements; however, I will assist in establishing contact and setting up a contract if one is not already in place.

Clinical Site:

- Professional dress is expected
- Professional behavior is expected.
- Follow the rules and policies of your placement
- Remember you represent yourself and Longwood University

Clinical Hours:

- Locate the log on Canvas
- Print the log and bring to your placement daily
- Have your supervising SLP sign off on your hours daily
- Count all the hours you worked: from when you stepped into your placement until you leave (will include, assisting the SLP in sessions, taking data, entering data, writing lesson plans, completing paper (anything that is part of an SLPA job responsibilities, you count))
- Your goal is 100 hours (the requirement for SLPA certification): refer to the point break down on how many hours you need to obtain for this class' grade.
- Submit your hours to myself and ASHA at the completion of class

Communication Policies

Communication:

Please check your Longwood email and the Announcements on the Course Canvas regularly, this is where I will communicate with you regularly. I will check Canvas and email between 8 am EST and 5 pm EST most weekdays and limit access on weekends and Longwood holidays/vacations. If you post on a Friday after 12pm EST I will respond on the next regular work/school day. I will make every effort to respond to all communications within 48 business hours.

Demeanor on Discussion Board and in Zoom Interactions:

- Be courteous and respectful in all interactions
- Be kind and sensitive about others' perspectives that may be different from your own
- Use computers for note-taking, refrain from computer based distractions as this also distracts

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Canvas:

Each student is responsible for verifying his or her access to *Canvas CSDS 307*. Additional information about class assignments, expectations, and announcements may be posted on *Canvas*. It is critical that students check for the relevant announcement when planning for the next scheduled class.

Choice of web browser is critical to successful interaction with Canvas. Some incompatibility issues have been observed when using Internet Explorer, particularly when taking online quizzes. You are encouraged to use Google Chrome when interacting with Canvas

General Policies and Procedures

DEI Statement:

We commit to the genuine acceptance of diversity, and the valuing of equity, inclusion, and social justice. We recognize that equal access and opportunity in all aspects of campus life is essential. We will engage in the practices of civility, accountability, and ethical behavior.

Diversity, equity, and inclusion are critical to the success of our clients and needs to be addressed throughout your future practice. As such, this class will contain opportunities to build your awareness and skill set in this area.

Protecting Intellectual Property:

Content and materials for this course are for your learning only and should not be shared with others outside of the class. This includes the materials located within the learning management system, information sent to you through email, and/or content provided to you through webcasting with your professor. You may not share your course connection information (login or password), your content received through Canvas, or any videos sent to you that are specifically for this course. This includes sharing postings or recordings made by the instructor or students without permission of the originator.

When you are attending a course through web-conferencing (for example, Zoom), there should not be other persons interacting with the system or attending the session.

Any violation of this policy can result in disciplinary action. Faculty or students may report those who violate University policies regarding intellectual property to the Office of Student Conduct and Integrity.

Accessibility Resources Office:

If you have a disability and require accommodations, please meet with your instructor early in the semester to discuss your learning needs. If you wish to request reasonable accommodations (note taking support, extended time for tests, etc.), you must register with the [Accessibility Resources Office](#), Brock Hall, (434)395-2391 prior to those accommodations being implemented. The office will require appropriate documentation of disability. All information is kept confidential.

Mental Health Resources:

Stress and anxiety are very typical reactions to college life and many students have experienced significant benefits from participating in counseling. Longwood's [Counseling and Psychological Services \(CAPS\)](#), located in the Health and Fitness Center, is available to all students at no cost. Appointments can be scheduled by phone (434)395- 2409, during the hours of 8:15 a.m. -5:00 p.m. Monday-Friday. **Resident Education Coordinators (RECs)** and **Resident Advisors (RAs)** are additional resources to students. For emergency situations, please call (911) or contact the [Longwood University Police Department](#) at (434)395-2091.

Reporting of Crimes and Sexual Misconduct:

In accord with its history and mission, Longwood University believes that each individual should be treated with respect and dignity and that any form of crime or violence is incompatible with Longwood's commitment to the dignity and worth of the individual. Longwood University is committed to providing a healthy living, learning and working environment which promotes personal integrity, civility and mutual respect. If you have been the victim of a crime or sexual misconduct we encourage you to report this. If you disclose this to a faculty member or employee (with the exception of our Limited Reporting and Confidential Reporting Resources; for example, the [Counseling and Psychological Services \(CAPS\)](#) staff), they are required by law to notify the appropriate University officials. The faculty member or employee cannot maintain complete confidentiality and is required to report the information that has been shared. Please know that all reported information is treated with discretion and respect and kept as private as possible. For more information about your options at Longwood: <http://www.longwood.edu/titleix>

Academic Policies and Procedures

Responsibilities of the Learner:

All learners are expected to abide by the Honor Code, and respect the intellectual property and copyright of others. Learners are expected to complete all assignments, including group projects, in a timely manner. Learners agree to interact with others in the course in a courteous and professional manner, recognizing the value of others' opinions. Learners will recognize that they are part of a larger community of learners and that their diligent and regular participation in this course is to the benefit of all learners.

Honor Code:

The following Honor Code Statement is required on all written work including tests and written papers and should be signed with the student's first and last name:

I have neither given nor received help on this paper (test, etc) nor am I aware of any infraction of the Honor Code.

Students are expected to abide by the Longwood University Honor Code at all times. Suspicion of any in-class or related violation will be investigated and university policy will be followed. Consequences for violation of the Honor Code on any individual assignment may include a grade of "0" on the assignment in question, a grade of "F" in the course, and/or referral to the Longwood University Judicial Board.

Grading:

- Grades are earned: Students earn their grades through organization, diligence, planning, and execution. Students assume individual responsibility for the quality, presentation, and timeliness of their own work.
- Students' grades reflect how their overall performance aligns with the established rubrics. Therefore, it is imperative students review the grading rubrics before submitting assignments.
- This instructor makes every effort to evaluate students' work equitably and fairly. Grades are not negotiable.
- The actual points earned will be used to determine the letter grade equivalency. Point values are rounded neither up nor down to assign a grade equivalent. Therefore, if you earn 89% of the points, your grade will be a B+.
- Individual requests for extra credit will not be honored. Any extra credit opportunities offered at the discretion of the instructor will only be offered to the entire class as optional credit opportunities.

- Students who are applying to graduate school in CSD should understand that most graduate programs expect strong performance in all CSD coursework. Therefore, students should work to achieve at least a grade of “B” in CSD courses. Students should consider retaking any CSD course for which they earn a grade lower than a B-.

Late Assignments:

Students are expected to submit assignments **by midnight on the required date**. Work may be submitted late but will be charged a **10% penalty** of total possible points for each class period occurring after due date until date of actual submission, **up to a total of 30%** of possible points. Work submitted after the due date but before the next class meeting date is still considered late and will be charged a 10% penalty.

Changes To Syllabus:

The instructor reserves the right to make changes to the syllabus as needed. I will provide verbal and/or written communication about changes to the syllabus/ schedule.

Tentative Class Schedule

Date	Topic	Module	Due
January 12	Introductions	Meet and Greet	
January 17	Setting up clinical or observational hours	Module 1	
January 19	Certification Process	Module 2	Discussion Board 1
January 24	SLPA Roles and Responsibilities	Module 3	ASHA Module 1 and notes
January 26	Day in the Life Presentations		Presentations
January 31	Ethics	Module 4	Discussion Board 2
February 2	Reflection	Module 4	Ethics Reflection
February 7	Patient Confidentiality	Module 4	
February 9	Reflection	Module 4	Patient Confidentiality Reflection
February 14	Universal Safety Precautions	Module 4	Discussion Board 3
February 16	Reflection	Module 4	Universal Safety Precautions Reflection
February 21	Screenings and Assessments	Module 5	ASHA Module 2 and notes
February 23	Intake Information	Module 5	
February 28	Collaboration with SLP	Module 6	ASHA Module 3 and notes
March 2	Collaboration with SLP	Module 6	Discussion Board 4
March 7	Spring Break		
March 9	Spring Break		
March 14	Understanding Treatment Plans	Module 7	ASHA Module 4 and notes
March 16	Creating Lesson Plans	Module 7	
March 21	Implementing Therapy	Module 7	
March 23	Behavior Supportive Strategies	Module 7	ASHA Module 5 and notes
March 28	Taking Data	Module 7	
March 30	Study Games	Module 8	Study Games
April 4	Play Study Games	Module 8	Discussion Board 5
April 6	Play Study Games	Module 8	ASHA Module 6 and Notes
April 11	Cultural Competency	Module 9	
April 13	Cultural Competency	Module 9	Discussion Board 6
April 18	No Class -Symposium		
April 20	Advocacy	Module 10	
April 25	Advocacy	Module 10	Clinical or observation hours and journal
April 27	Final Reflection and Portfolio		Final Reflection and Portfolio

