The information below is at the discretion of the individual course instructor and may be changed at any time with prior notice to students in the course.

A. PLACE OF COURSE IN PROGRAM
This supervised, clinical practicum course is placed in the curriculum at the graduate level following completion of all coursework and graduate clinical work at the Maryjane Rees Language, Speech and Hearing Center. The purpose of the course is to provide private practice and private clinic experience in all aspects of working with the communicatively handicapped or swallowing disordered in this setting on a full-time, five day per week basis for 9-11 weeks. Completion of or concurrent enrollment in CSAD 250 is required.

B. COURSE OBJECTIVES:
This course has been designed to be in direct support of the specific American Speech-Language-Hearing Association (ASHA) Knowledge and Skills Acquisition (KASA) Standards. A passing grade in this course means that you have passed ASHA’s KASA Standards listed on the pages at the end of this syllabus. In alignment with the ASHA Standards, the student clinician will be responsible for learning and completing the following, especially with the adult neurological impaired client:
1. Assessing speech, language, cognitive, and/or swallowing disorders, using the methods and tools available on site.
2. Planning and writing treatment goals and objectives for clients. Objective, measurable, client centered goals will be required for daily SOAP notes (lesson plans).
3. Writing daily SOAP notes, where applicable to the job site. Documentation of measurable outcomes, as well as an analysis, is required daily.
4. Writing all of the evaluation, progress, and/or discharge reports as required of employees at this setting.
5. Conducting treatment with a wide variety of clients, five days per week for a minimum of 9-11 weeks.
6. Interpreting test and therapy results with the clients, as well as their family/caregivers (when applicable).
7. Working with the interdisciplinary team as appropriate for the setting.
8. Learning and practicing how speech therapy coordinates with the entire team and/or other professionals to ensure total patient care.
9. Making referrals as needed.
10. Developing an understanding of the current fiscal issues in private practice and clinics, all of which impact documentation, report writing, and patient program planning.
11. Completing any other therapy related activities which enhance this experience as required by the on-site supervisor, e.g., additional reading assignments, presenting an inservice.
12. Participating in both a midterm and final performance evaluations.

C. COURSE POLICIES AND SCHEDULE:
The following outlines the basic expectations of a student clinician:

- Maintain professional and ethical conduct at all times and with particular regard to issues of confidentiality (HIPAA)
- Prepare daily treatment plans (care plans) and all other required documentation, as indicated by Master Clinician
- Attend regularly scheduled conferences with Master Clinician and University Supervisor, as indicated
- Attend all staff and other meetings arranged by Master Clinician
- As with other practicum experiences, once the student has begun the practicum, dropping the class is prohibited, except in the case of medical necessity or extraordinary circumstances as approved by the Department of Communication Sciences and Disorders
- Sign, date and submit the Student Agreement to professor of record before the internship begins (listed below)
- Maintain all clinical clock hour documentation, including required signatures
- Adherence to the facility’s official internship start and end dates
- Compliance with all applicable requirements as listed in the CSUS CSAD Student Clinician Handbook
IMPORTANT: The schedule to be maintained by the student intern is one that shall be determined by the on-site, supervising speech-language pathologist, but should not exceed 40 hours per week. A mid-term and final clinic clinical competency evaluation will be completed between the student intern and the on-site supervising speech pathologist. Dropping the internship is prohibited, except for medical reasons or extraordinary circumstances as approved by the Department.

Grading Policy:
The final grade is Pass/Fail. Your grade for clinic performance is based on the Final Clinical Competency Form. The Clinical Competency will be completed by your clinical instructor at midterm and at final but it is the final on which your clinic grade is based. The Clinical Competency Form is separated into four (4) general competency categories: Writing, Assessment, Treatment, and Professional Behavior. Each general competency area consists of numerous individual items. A passing grade (for clinic that is a B- or higher) can be obtained by achieving an average rating of 80% or better for each of the 4 general competency categories and a minimum score of 60 on all individual competency line items. Any student receiving a rating of less than 60% on any specific item or less than the average of 80% for a competency category will not pass the clinic. Letter grades will be based upon the following:

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<td>87-89%</td>
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Guideline and Policy Student Agreement for CSAD 295P

The CSUS CSAD graduate student,

(please print first and last name)

understands, agrees and will comply with all of the following guidelines and/or policies.

The above-named student …

• Is responsible for earning and will obtain a minimum of 50 documented clinical clock hours that are approved, signed, and dated by supervisor(s)
• Will not use a personal cell phone for any purpose during internship hours
• Will observe all HIPAA requirements throughout the entire internship
• Will maintain CSUS CSAD’s official clinical clock hour documentation and obtain the onsite supervisor’s signature and professional information (e.g., ASHA and license numbers)
• Will comply with the internship facility’s official dress code
• Will maintain the highest level of professional behaviors
• Will complete a minimum of a 9 week/45 day internship (Note: Individual sites may require a longer internship)
• Will spend time independently studying for and/or prepping for patients and/or clients
• Agrees to begin the internship on the scheduled start date, will attend each scheduled day/week of the internship without fail or excuse, and will complete the internship on the final scheduled date.
• Understands that an “excused absence” for any day of the internship is defined as an illness or medical issue.
• Will contact the supervisor immediately if an illness or medical issue prevents participation in the internship for one or more days with no more than 2 days allowed out, and will provide supportive signed/dated medical documentation to onsite supervisor and university professor.
• Understands that all absences must be “made up” and will result in a mandatory extension of the internship.
• Will immediately communicate any concerns or issues with the assigned university liaison.
• Understands that a private practice internship may involve working on a holiday(s).
• Will schedule any prospective employment interviews outside of the internship schedule.
• Understands that a grade for this internship will not be issued until each of the above requirements is met. If all of the above requirements are not met, then a grade of incomplete will be received.

__________________________________________________________ _________________
Student (print full name)       Date

__________________________________________________________ _________________
Student signature        Date

_________________________________________________________ _________________
Professor Signature, CSAD 295P      Date

_________________________________________________________ _________________
Graduate Coordinator       Date