California License & RPE/CF; California Credential, ASHA CCC

CSAD 250 Fall 2017
The three pieces of paper......

California License in Speech-Language Pathology.  
Issued by the Speech-Language Pathology & Audiology Board & Hearing Aid Dispensers Board (SLPAHADB).

Speech-Language Pathology Services Credential - With or without Special Day Class Authorization.  
Issued by the Commission on Teacher Credentialing (CTC).

Certificate of Clinical Competence (CCC).  
Issued by the American Speech-Language Hearing Association (ASHA).
# Speech-Language Pathologist Certification

**National**

**Certificate of Clinical Competence**
Issued by the American Speech-Language-Hearing Association (ASHA)

- Recognized nationally and internationally
- Portable

ASHA Standards set basis for all state licensing and certification

- All that is required in some states to practice in any setting

**State: California**

**State Licensure**
Issued by Department of Consumer Affairs

Oversight by the Speech-Language Pathology & Audiology & Hearing Aid Dispensers Board (SLPAHALDB)

- Required to work in medical and private practice settings
- Required to bill Medi-Cal

**Credential**
Issued by the Commission on Teacher Credentialing (CTC)

- Required to work in school setting
California License in Speech-Language Pathology: Required Professional Experience (RPE)
California License in Speech-Language Pathology: RPE

Information, all necessary forms, and the documents:

*Preparing to Start Your Required Professional Experience (RPE)*, *Planning to Supervise An RPE*, *RPE Frequently Asked Questions*, *RPE Supervisors Frequently Asked Questions* can be found at:

[www.speechandhearing.ca.gov](http://www.speechandhearing.ca.gov)
California License in Speech-Language Pathology: RPE

Speech-Language Pathology & Audiology & Hearing Aid Dispensers Board (SLPAHADB)
2005 Evergreen Street, Suite 2100
Sacramento, California 95815
Phone: (916) 263-2666
Fax: (916) 263-2668
Web: www.speechandhearing.ca.gov
Email: speechandhearing@dca.ca.gov

Analysts: Tim Yang, Breanne Humphries, Katrina Humphreys, Katrina Martinez, & Casey Triggs
California License in Speech-Language Pathology: RPE

Required Professional Experience (RPE).

Student’s Responsibilities Prior to beginning RPE:

Submit the following:

1. **Required Professional Experience (RPE) Application Temporary License** form—includes passport quality photograph. (** Make sure to print the most recent application from website**)

2. **Application Fee payable to SPLAHADB**
   **NOTE: CURRENTLY $60.00 **(MAY CHANGE)

3. **Signed copy of RPE Temporary License Acknowledgement Statement**

4. **Speech-Language Pathology Required Professional Experience-Clinical Practicum/University Recommendation (must be on Board’s form and mailed directly to the Board from the University)- Signed by University Department Chair/ Program Director.**
California License in Speech-Language Pathology: RPE

Complete **Part B** of the *Temporary Required Professional Experience License Application* Form

Note: Full time=30-40 hrs/wk. Part time=15-29 hrs/wk.

Read and Sign *Required Professional Experience Supervisor Responsibility Statement*

Submit *Required Prof. Experience Supervisor Resp. Statement*

Submit copy of **page 2** of *Livescan Request Form* completed by the Livescan operator (use link on licensing board website for proper forms and fees)

Note: Signatures must be in **INK on all forms**

Note: Examination requirement (Praxis) may be completed during RPE.
Complete Live Scan Service Form

- Can be completed at Campus Police. Call ahead. Times are usually MWF 8-12 and/or 12-4. 916-278-2788. Public Services Building. Bring 3 copies of the form. Fill out prior to going. Bring current govt. issued photo i.d. (NOT CSUS One card). Bring check—no cash or credit cards. Probably somewhere between $50.00-70.00 For more information:
  http://www.csus.edu/aba/police/units-and-functions/live-scan.html

- Livescan form can then be submitted with packet

- Note: Fingerprints must be cleared through Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) before license can be issued.
California License in Speech-Language Pathology: RPE

Supervisor Must:

- Maintain current license issued by SLPAHADDB during entire time. If it expires during the RPE, you must report it to the board. (in public schools must also have ASHA CCC—you really want person to have CCC, License, and Credential).

- Have updated Professional Development CEUs in supervision prior to beginning supervision: Initial 6 hours and 3 hours every other 4 years thereafter.
California License in Speech-Language Pathology: RPE

Not supervise more than 3 RPE temporary license holders

Complete a Required Professional Experience Verification form within 10 days of terminating supervision
California License in Speech-Language Pathology: RPE

Supervisor must:

Be a licensed speech-language pathologist

Have completed Continuing Professional Development (CPD) in Supervision Training: 6 hours initially/3 hours every four years thereafter.

Note: This CPD is similar to CPD for SLPA supervision: 6 hours within the first two years of supervision initially and 3 hours every two years thereafter.
California License in Speech-Language Pathology: RPE

Supervisor Provides for full time candidate (36 weeks): 8 hours/month of DIRECT supervision during full time employment. At least 50% of this (4 hours) must be of evaluation, assessment, and treatment procedures.

Supervisor provides for part time candidate (72 weeks): 4 hours/month of DIRECT supervision. 50% (2 hours) must be of evaluation, assessment, and treatment procedures.
California License in Speech-Language Pathology: RPE

The remainder of the supervisory time for full or part time applicants may cover record-keeping, evaluation, assessment, reports, treatment plans, summaries of case conferences, plans for management, etc.
REMEMBER PER ASHA GUIDELINES:

Supervisor’s minimum commitment to meet both CF and RPE is 2 hours per week: **One** hour of direct observation of evaluation, assessment, and treatment AND **one** hour of indirect observation (reviewing diagnostic reports, reviewing treatment plans, discussing and reviewing cases, etc.).
California License in Speech-Language Pathology: RPE

The supervisor is responsible for the health, safety, and welfare of the patients served by the RPE.

All evaluation and assessment reports, treatment plans, progress and discharge reports drafted by the RPE must be reviewed and countersigned by the supervisor.
If there is a change in Supervision or Work Setting, a *RPE Reporting Change in Supervision* form must be submitted within 30 days by Supervisor. If the RPE relationship is terminated, Supervisor is required to submit the RPE Verification form within 10 days.

**Form for change in supervision or work setting** can be found on Board’s website.
California License in Speech-Language Pathology: RPE

When the RPE Temporary License is approved, an approval/confirmation letter is sent to candidate and supervisor. The RPE may begin.

You will receive an acknowledgement e-mail within 3 weeks, providing the date of the application was received and provides you an expected date of completion.

PLEASE NOTE: Application processing: expect 4 to 8 weeks
You will only receive an e-mail if there is a deficiency in your application. If application is complete you will receive notification by regular mail.

** You can contact the Board office to check on application progress and status.
California License in Speech-Language Pathology: RPE

Be sure to note the expiration date on the temporary license and the time frame listed on the approval letter.

This is the time frame in which the 36 weeks (full time) or 72 weeks (part time) RPE must be completed.

**NOTE: Be sure to complete the Address Change Application within 30 days of securing a new address of record

**NOTE: Experience in a classroom setting where the RPE candidate is teaching academic subjects in addition to providing therapy (CH) the applicant can only receive part-time credit.
California License in Speech-Language Pathology: RPE

Student *Must* have an RPE Temporary License to begin work in *non-exempt* settings (private practices, hospitals, etc.)

Students may work in public schools and federal agencies (*Exempt Settings*) *with their credential alone*.

*The RPE will not receive credit*, however, *until the student receives verification of the RPE Temporary License* and specified dates for RPE completion.
California License in Speech-Language Pathology: RPE

Required Professional Experience (RPE). Student’s Responsibilities within 30 days of approval date students must submit:

- **Official transcripts** (**Note: hard copies**) of master’s programs sent directly from University

- **Photo copy of Master’s Degree** (*if not posted on transcript*)
  **can be e-mailed.**

- **Examination Score of 162 or higher on the Praxis**
  (Praxis Code: R8544)
California License in Speech-Language Pathology: RPE

Required Professional Experience (RPE):

Student’s Responsibilities to submit within 10 business days of completing RPE:

Verification of RPE form: Supervisor rates performance and verifies successful completion of RPE. In schools: Separate form for each school year and summer work/school calendar attached/letter from district verifying dates of summer work. Send form one and calendar one at end of first year and form two and calendar two at the end of experience in the second year. Summer form at end of summer.

**Keep your own calendar for RPE Experience**
California License in Speech-Language Pathology: RPE

When you have a license: Licensees must complete 12 clock hours of continuing professional development courses during your first renewal period- the initial license will expire the last day of your birth month not to exceed two (2) years.

** Subsequently you will need to complete 24 hours in two years.

See website for approved providers.

Maintain evidence: course descriptions, handouts, certificates of completion etc.

Licensee certifies upon renewal that this is completed. Subject to audit.

Current renewal fee $110.00
Certificate of Clinical Competence (CCC): Clinical Fellowship (CF)
Certificate of Clinical Competence (CCC): Clinical Fellowship (CF)

American Speech-Language Hearing Association
www.asha.org
2200 Research Boulevard
Rockville, MD 20850-3289
301-296-5700
http://www.asha.org/certification/Clinical-Fellowship/

Members: 800-498-2071
Non-Member: 800-638-8255
Fax: 301-296-8580
TTY (Text Telephone Communication Device): 301-296-5650
E-mail: actioncenter@asha.org
Certificate of Clinical Competence (CCC): Clinical Fellowship

Information, all necessary forms, and the documents: *Responsibilities of Individuals Who Mentor Clinical Fellows*, the *Clinical Fellowship Skills Inventory*, *Getting Your Clinical Fellowship Approved*, and so on can be found at:

http://www.asha.org/certification/Clinical-Fellowship.htm
Certificate of Clinical Competence (CCC): Clinical Fellowship

There is no paperwork that must be submitted to ASHA to begin the Clinical Fellowship at present—this may change, so be aware of it.

Applying as you begin may be wise. In any case, you do not have to wait until the conclusion of your CF experience to submit your application for certification. This may benefit you financially…….
Certificate of Clinical Competence (CCC): Clinical Fellowship

**Clinical Fellowship Requirements:**

No less than 36 weeks of full time (at least 35 hrs per week) experience. Schools with 30 hr. per week contracts—5 hours per week of support work can be counted as long as CF supervisor can sign this off.

Equivalent part time experience can be completed as long as you work >5 hrs per week.

Experience must total 1260 hours at a minimum
Certificate of Clinical Competence (CCC): Clinical Fellowship

CF must be completed within 4 years (48 months) from application date. Must apply for CF within 3 years of graduation.

Must be evaluated by supervising SLP with CCC during each third of the experience on the Clinical Skills Inventory and score at least a “3” or above on the identified core skills on the final segment of the inventory. Use School Calendar and plan ahead– divide into 3 equal segments....
Clinical Fellowship Requirements (Cont’d)

At least 80% of time must be spent in direct clinical contact (assessment, diagnosis/evaluation, screening, treatment, report writing, family/client consultation, and/or counseling) related to the management of disorders that fit within the ASHA scope of practice.
Certificate of Clinical Competence (CCC): Clinical Fellowship

**Supervisor Requirements:**
- Must hold ASHA CCC during the entire CF experience
- Cannot be related to the Clinical Fellow
- Provide “meaningful mentoring and feedback”
- Assist the Clinical Fellow in developing independent clinical skills
- Perform ongoing formal evaluations, using the CF Skills Inventory
- Complete and submit the [Clinical Fellowship Report and Rating Form](#) to the ASHA National Office no later than 4 weeks after the CF is completed
- No limit to the number of CFs that a mentor can take on at one time, but the state licensing board says for RPE—this is a good rule of thumb
Certificate of Clinical Competence (CCC): Clinical Fellowship

Mentoring Obligations:
6 hours of direct supervision per segment (each segment is one-third of the length of the fellowship-12 weeks=one segment for 36 weeks) and 6 indirect monitoring activities, typically including reviewing diagnostic reports/treatment records/plans of treatment, monitoring Clinical Fellow's participation in case conferences or professional meetings, and/or evaluating the Clinical Fellow's work by consulting with colleagues or clients and their families.
Certificate of Clinical Competence (CCC): Clinical Fellowship

Application Form (4 to 6 week processing time)

Department Chair needs to sign page four of the application. The date on the bottom of the page MUST be the date in your file/hours sheet that was the LAST day of your LAST internship. Otherwise it gets kicked back.....
Certificate of Clinical Competence (CCC): Clinical Fellowship

Note to students:
Within three years of graduation, student submits:

1. 4 page application for certification and membership form. USE BLACK INK. Must have original signatures. All four pages must be submitted together. (Sac State Code=4671)

   (you may submit once academics, practicum, and degree awarded. This can be financially beneficial)

2. Full payment by check ($511.00/ or $461.00 if within 12 months of graduation/ or $286.00 for NSSLHA Conversion)
Certificate of Clinical Competence (CCC): Clinical Fellowship

Also submit within 3 years:

3. Official Graduate Transcript verifying date and degree awarded.

4. Praxis exam scores (may be completed during CF)
   Praxis code: Select R5031, Enter 5031. Current passing score on the Praxis is: 162

5. Speech Language Pathology Clinical Fellowship Report and Rating Form (BLACK INK)
Certificate of Clinical Competence (CCC): Clinical Fellowship

To maintain the CCC once you possess it, CCC holders must complete 30 Certificate Maintenance Hours (CMHs) during 3 year intervals. See website for approved providers.

Maintain evidence: course descriptions, handouts, etc. ASHA approved events can be logged on ASHA transcript if you request and pay for the service upon renewal.

ASHA will monitor and request proof of CMHs

Current renewal fee $225.00
Speech-Language Pathology Services Credential With or without Special Day Class Authorization.
Speech-Language Pathology Services Credential With or without Special Day Class Authorization.

Commission on Teacher Credentialing

You must be recommended through the campus credentialing office:

CSUS Credential Analyst- Elizabeth Christian
College of Education, Eureka 414
CSU Sacramento
6000 J St.
Sacramento, CA 95819-6079
916 278-4567
FAX: 916 278-6175
echristian@csus.edu  Office Hours: 8:00am to 12:00pm & 1:00pm to 5:00pm
Teaching Credentials
General Education
  Multi-Subject
  Single Subject

Special Education:
  Education Specialist
    Mild/Moderate
    Moderate/Severe
    Deaf and Hard of Hearing
    Visual Impairments
    Physical and Health Impairments
    Early Childhood Special Education

Services Credentials
Speech-Language
  Speech-Language Pathology Services Credential
  Clinical Rehabilitative Services Credential
  (old)Special Class Authorization may be added

Audiology
Orientation and Mobility
Pupil Services
Other
Speech-Language Pathology Services Credential With or without Special Day Class Authorization.

**Credential Application packet:** ( **I will post on SacCT the updated application forms.**)

It consists of the following:

1) Checklist for Preliminary Credential
2) Credential Request Form (PRELIMINARY)
3) Speech Path Completion of Work form (for Department Chair to sign)
4) Certificate of Clearance (fingerprint/background process) information, for students' use **if you have not completed this process earlier.** (one time process)
5) Checklist for Clear Credential (done at the end of your RPE/CF)
6) Credential Request Form (CLEAR)
Speech-Language Pathology Services Credential With or without Special Day Class Authorization.

This is a two-tier credential

You have two years to complete it

You initially receive a Two-year Preliminary Credential after you complete the packet through CSUS Credentialing Office
Speech-Language Pathology Services Credential With or without Special Day Class Authorization.

This credential becomes “Clear” once you complete all credential requirements: Pass praxis (provide photocopy of scores), finish and provide proof of RPE/CFY, application form, and fee to Credential Analyst: Elizabeth Christian
Speech-Language Pathology Services Credential With or without Special Day Class Authorization.

PRELIMINARY CREDENTIAL PROCESS:
Student Responsibilities to submit to CSUS Credentialing Office (Eureka Hall 414) to Elizabeth Christian, Credential Analyst—You cannot work in the schools until you receive a receipt indicating you paid fee and done the following:

1. **Complete Credential Request Form** (Check Box: PRELIMINARY)
2. **Completion of Work Form** signed by Dr. Pieretti
3. **Copy of CBEST card**
4. **Proof of completion of Master’s Degree and that it is posted**

** All information above to be submitted to CSUS Credentialing Office- Elizabeth Christian, Credential Analyst
Speech-Language Pathology Services Credential With or without Special Day Class Authorization.

- Official transcripts EXCEPT CSUS showing the courses required for THIS credential
  **Please note: if CSUS student for BA and MS- no need for transcripts.**

You then receive a series of emails with forms to complete and pay max fee of 100.00 plus $2.50: Total: $102.50 fee currently – **Note: could change; to be paid online once you receive an email instructing you to do so.**
Speech-Language Pathology Services Credential With or without Special Day Class Authorization.

CLEAR CREDENTIAL PROCESS:
The CSUS Credentialing Office will help you with applying for the CLEAR Credential when your RPE/CF is done.

**ONCE YOUR “RPE/CF” is completed you need to submit to the CSUS Credential Analyst, Elizabeth Christian the following info:

1. Completed Credential Request Form (again)- Check box: (CLEAR)

2. (Praxis) Verification of passing score: currently 162 on the ETX Praxis II Speech-Language Pathology Test (Praxis Code 5331)- provide photo copy of scores & Verification of completion of 36 week CF on either the: Professional Experience Form from Speech-Language Pathology and Audiology Board (Form 77v-21) (or)
   Photocopy of License from SLPAHADB (or)
   Photocopy of ASHA verification of certification letter
You then receive a series of 3 to 4 emails. One directs you to a secure CCTC website to pay and complete the Professional Fitness and Oath and Affidavit.

The 4th email will serve as the Letter of Verification or C-19 Letter. This is the copy your employer will need to see.

You pay a fee of $102.50 (currently- may change) online when you receive an email telling you to do so.
Speech-Language Pathology Services Credential With or without Special Day Class Authorization.

Please note: You will receive information when you receive your credential that specifies the process for renewal (every five years)…
**Frequently Asked Questions**

**How many times do I have to do Livescan?** Anyone’s guess. Be prepared….credential should accept what’s already on file. Not sure about licensing board. School districts may expect it again when hired.

**Should I keep copies of all forms submitted?**  YES!!! DEFINITELY!!!