

SLP 590 Clinical Internship

Summer 2017

Western Kentucky University

Department of Communication Sciences and Disorders

Clinic Director Information

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Health Services Building #1062

270-745-4150

(Student clinicians will be assigned clinical supervisors during orientation week. Clinical supervisors will provide their contact information at the initial conference meetings.)

Office Hours

My office hours this summer will be 7:30 a.m. to 4:00 p.m. (CST) Monday-Thursday. Office hours will be 7:30 to 12:30 on Fridays this summer. In general, email is the best way to schedule an appointment. An instructor of record is assigned to each section of SLP 590 in TopNet. For this clinical course, the instructor of record is only responsible for posting a student's grade at the end of the semester. The instructor of record is not responsible for assisting with clinical questions/concerns. Clinical questions, concerns, or assistance should be directed to the assigned clinical supervisor. Every student clinician will be assigned a clinical supervisor for each case this summer. Clinical assignments will be made on Tuesday, June 27th during orientation. Orientation will be held in Downing Student Union in room 2081. Student clinicians will sign up for initial conferences during orientation on Tuesday, June 20th.

Course Description

Advanced, supervised, clinical practicum that provides varied on-campus experiences with clients presenting communication disorders.

Rationale

This course is designed to provide students with the opportunity to use the skills they have acquired in pre- and co-requisite courses to provide therapy to individuals with communication disorders. Thereby, the student will experience the connection between theory, and practice, as well as begin to develop effective clinical skills.

Course Objectives

1. Students will be able to integrate principles of Speech-Language-Hearing Sciences with principles of clinical practice.
2. Students will apply knowledge of communication development and disorders to the assessment and treatment of individuals with communication disorders.
3. Students will have increased knowledge and understanding of people with disabilities in their socio-cultural context.

4. Students will have increased knowledge and understanding of cultural and linguistic diversity.
5. Students will identify the major components of the Code of Ethics for Speech-Language Pathology and Audiology.
6. Students will identify and maintain procedures for client confidentiality.
7. Students will demonstrate professional behavior in a clinical setting, including timeliness, respectfulness and sensitivity to clients and family.

Grading Scale:

Pass or Fail

CALIPSO will also be utilized. CALIPSO is a web-based application that manages key aspects of academic and clinical education designed specifically and exclusively for speech-language pathology training programs. CALIPSO scores will be confidentially reviewed at the final conference. Clinicians have to keep CALIPSO updated with current goal statements, reflection statements, and resumes. Clinicians will also be asked to complete evaluations of supervisors in CALIPSO at the end of each semester. 590 summer 2017 grades will not be posted in TopNet until student clinicians have completed all mandatory CALIPSO requirements. These requirements will be discussed in detail during orientation week and at Friday clinic meetings.

Schedule

There will be a mandatory orientation week June 19th through June 23rd. Graduate level clinicians who plan to participate in the summer 2017 internship must be on time and present for all orientation activities. Orientation week will begin at 9:00 a.m. CST on Monday, June 19th. Orientation events will end at 4:00 p.m. each day of orientation week. A lunch break will be taken from 12:00 to 1:00 each day of orientation week. Please note that Bowling Green, KY is on Central Standard Time. A complete agenda of orientation week events will be provided on Monday, June 19th. Downing Student Union is located at 320 University Blvd. in Bowling Green, KY.

Initial conferences will be Wednesday, June 21st. This is a time for clinical supervisors and student clinicians to meet about each assigned clinical case. A complimentary breakfast will be provided to student clinicians by the Communication Sciences and Disorders Department at 7:30 a.m. on Wednesday, June 21st.

The first day of summer clinic will be Monday, June 26th.

The last day of summer clinic will be Tuesday, June 25th.

Mid-term conferences will be scheduled on Wednesday, July 12th. Mid-term conferences are only held for those student clinicians who are at risk of not successfully completing the internship. A student clinician may always request a mid-term conference.

The Communication Disorders Clinic will be closed on Monday, July 3rd and Tuesday, July 4th in observance of the Independence Day holiday.

Final conferences will be held Wednesday, July 26th and on Thursday, July 27th. Each student clinician must attend final conference meetings with each assigned clinical supervisor.

Western Kentucky University is open from 7:30 to 4:00 Monday-Thursday during the summer, and WKU is open from 7:30 to 12:30 on Fridays during the summer.

Attendance

Attend all scheduled therapy sessions punctually and well-prepared. Prior to an absence notify the Clinical Supervisor the reason for absence and notify the client. Attend all scheduled clinic meetings. Place a written memo for the absence in Clinical Supervisor's mailbox, if unable to attend.

Unexcused absences will affect determination of competency ratings in the area of professionalism in CALIPSO.

Absentees are responsible for obtaining information from other student clinicians.

Information from weekly clinic meetings will be placed on Blackboard.

Clinic meetings will be held on Fridays at 9:00. (Friday, July 7th, Friday, July 14th, and Friday, June 21st).

Orientation activities will be taking place on Friday, June 30th.

Meetings

Meet with clinical supervisor for an initial conference and final conference. Bring each client's permanent file to all conferences. HIPAA must be maintained at all times for clinical records. HIPAA and ASHA's Code of Ethics will be reviewed during orientation week.

Maintain the following materials in a permanent file for each client at the end of the semester:

Referral

Permission to Test for Diagnostic Evaluation and all Clinic Forms

Case History

Release of Information

Diagnostic Report (dated and signed)

All test raw data and protocols (dated and signed)

Treatment Plan (dated and signed)

Initial Assessment Plan (If applicable/dated and signed)

Lesson Plans

Final Summary (dated and signed)

Discharge Summary (dated and signed when applicable)

Soap notes (dated and signed)

Please use blue ink on all clinic forms.

Clinic meetings will be held on Fridays at 9:00 in Downing Student Union's room 2081 this summer. These will be meetings on Friday, July 7th, Friday, July 14th, and Friday, July 21st. Please be thoughtful of other student clinicians by arriving **on time, turning off your cell phone, and refraining from having your laptop screen up during clinic meetings.** All student clinicians are expected to participate in discussions and

contribute ideas to facilitate the learning process during clinic meetings. Material covered during an absence is the student's responsibility. ASHA's Code of Ethics must be followed at all times. The Communication Disorders Clinic's **Policies and Procedures** must be followed at all times. Policies and Procedures will be reviewed at orientation week. A copy of the CDC's policies and procedures is on the CDC's shared drive. Student clinicians will be assigned access to the CDC shared drive by Wednesday, June 21st.

Students with Special Needs

In compliance with University policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Student Accessibility Resource Center located in Downing Student Union, 1074. The phone number is 270-745-5004 [270.745.3030 TTY] or email at sarc.connect@wku.edu . Please do not request accommodations directly from the professor or instructor or supervisor without a faculty notification letter (FNL) from the Student Accessibility Resource Center.

Plagiarism

The University definition of plagiarism is on page 59 of the Faculty Handbook. To represent ideas or interpretations taken from another source as one's own is plagiarism. Plagiarism is a serious offense. The academic work of a student must be his/her own. A student must give the author(s) credit for any source material used. To lift content directly from a source without giving credit is a flagrant act. To present a borrowed passage after having changed a few words even if the source is cited is also plagiarism.

Technology Management

The course will involve the use of Blackboard software. Managing student technology is the sole responsibility of the student. Blackboard tutorials are available online. The Blackboard Help/WKU IT Help Desk number is 270-745-7000.

Title IX

Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's Title IX Sexual Misconduct/Assault Policy (#0.2070) at <https://wku.edu/eoo/documents/titleix/wkutitleixpolicyandgrievanceprocedure.pdf> and Discrimination and Harassment Policy (#0.2040) at https://wku.edu/policies/hr_policies/2040_discrimination_harassment_policy.pdf. Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Andrea Anderson, 270-745-5398 or Title IX Investigators, Michael Crowe, 270-745-5429 or Joshua Hayes, 270-745-5121. Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are "Responsible Employees" of the University and MUST report what you share to WKU's Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you

confidentiality, you may contact WKU's Counseling and Testing Center at 270-745-3159.