

9.9.09**SPEECH PATHOLOGIST ASSISTANT (NON-ASHA
CERTIFIED)**

Reports To: Director of Special Services

Dept/Campus: Assigned Campus & Level

Wage/Hour Status: Exempt

Length of Contract: 183

PRIMARY PURPOSE:

A speech-language pathology assistant is an individual who, following academic and on-the-job training, performs tasks as prescribed, directed, and supervised by master's level speech-language pathologists certificated/licensed by the Arkansas Department of Education (ADE) or licensed by the Arkansas Board of Examiners in Speech-Language Pathology and Audiology (ABESPA).

QUALIFICATIONS:**Education/Certification:**

Bachelor's degree in speech-language pathology from an accredited college or university or complete a minimum of 60 semester hours in higher education from an institution accredited by the Arkansas Department of Higher Education, with a minimum of twenty-four semester hours in the field of speech-language pathology: and clinical practicum (minimum of 25 clock hours of program-based observation plus a minimum of 30 hours of direct clinical practicum training as a SLP-assistant). This training must be supervised by a speech-language pathologist who holds a current and valid license from ABSEPA or the American Speech-Language Hearing Association (ASHA) Certificate of Clinical Competence (CCC) in Speech-Language Pathology. Applicants from out of state will be reviewed on a case-by-case basis to ensure equivalency.

The following specific academic courses or their equivalent are required:

Speech-Language Pathology:

- (a) Phonetics
- (b) Normal Speech, Language and Hearing Development
- (c) Articulation Disorders and Rehabilitation
- (d) Language Disorders and Rehabilitation
- (e) Acquired Disorders and Rehabilitation
- (f) Clinical Methods and Procedures

Other:

- (a) English Composition/Grammar
- (b) Math

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- (c) Psychology/Behavior Science
- (d) Principles of Behavior Management
- (e) Multi-Cultural Studies or Sociology
- (f) Introduction to Audiology/aural Rehabilitation

Meet continuing education requirements of twelve clock hours annually pertaining to the designated duties of the SLP-Assistant.

Special Knowledge/Skills:

Knowledge of evaluation, habilitation, and rehabilitation of speech, language, and hearing disorders

Excellent organizational, communication, and interpersonal skills

Ability to travel to multiple work locations as assigned

Maintain a calm and patient demeanor with students and others

The Board may find appropriate and acceptable alternatives to the above qualifications.

MAJOR RESPONSIBILITIES AND DUTIES:

1. Maintain professional behavior, appearance, and work ethic to represent the school district in a positive manner at all times.
2. Articulate a positive image of the school district and school district personnel.
3. Demonstrate effective customer service strategies to all district patrons.
4. Conduct speech-language screenings (without interpretation) following specified screening protocols developed by the supervising speech-language pathologist.
5. Provide routine maintenance/generalization tasks as prescribed by the supervising speech-language pathologist. The SLP shall be solely responsible for performing all tasks associated with the assessment and diagnosis of communication and swallowing disorders, for design of all intervention plans, and for directly implementing such plans through the acquisition state of intervention.
6. Follow documented treatment plans or protocols developed by the supervising speech-language pathologist, not to exceed the activities delineated in #5 above.
7. Perform pure-tone hearing screenings (without interpretation).
8. Document student progress toward meeting established objectives as stated in the treatment plan, and report this information to the supervising speech-language pathologist.

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9. Assist the speech-language pathologist during assessment of students, such as those judged to be difficult to test.
10. Assist with informal documentation (e.g., tallying notes for the speech-language pathologist to use), prepare materials, and assist with other clerical duties as directed by the speech-language pathologist.
11. Perform checks and maintenance of equipment.
12. Participate with the speech-language pathologist in research projects, in-service training, and public relations programs.
13. Comply with policies established by federal and state law, State Board of Education rule, and the local board policy.
14. Present a positive role model for students that supports the mission of the school district.
15. Maintain a positive and effective relationship with supervisors.
16. Comply with all district and local campus routines and regulations.
17. Assess and respond to needs related to job responsibilities.
18. Assist in the selection and maintenance of materials, equipment, and other instructional materials.
19. Create an environment conducive to learning and appropriate to the maturity and interests of students.
20. Establish control and administer discipline according to board policies and administrative regulations.
21. Develop needed professional skills appropriate to job assignment.
22. Demonstrate behavior that is professional, ethical, and responsible.
23. Articulate the district's mission and goals in the area of speech-language therapy to the community and solicit its support in realizing the mission.
24. Demonstrate awareness of school-community needs and initiate activities to meet those identified needs.
25. Demonstrate the use of appropriate and effective techniques for community and parent involvement.

26. Other duties as assigned.

WORKING CONDITIONS:

Mental Demands:

Ability to communicate (verbal and written); ability to instruct; maintain emotional control under stress; maintain a clear focus on customer service

Physical Demands:

Regular district-wide travel; moderate carrying

Date Adopted: August 2, 2007

Last Revised:

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

Employee

Date

Supervisor

Date