

**San José State University**  
**College of Education/ Department of Communicative Disorders & Sciences**  
**EDSP 278- Clinical Management in an External Setting**  
**Sections 1 and 2 Fall 2017**

**Course and Contact Information**

**Instructor:** Anita L Schaack MS CCC

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**Office Hours:** By appointment

**Class Days/Time:** Monday August 21st; 3-5 PM: Introductions, Q&A  
Monday September 18<sup>th</sup> 5-7 PM: Check in and plan for site visits  
Monday October 16<sup>th</sup>; 5-7 PM: Case presentations; mid-semester check in  
Thursday November 16<sup>th</sup> ; 3-5 PM: Procedures for license, credential, & CCC

**Classrooms:** On-Site with seminars on campus as follows:  
**8/21 SH 335**  
**9/18 and 10/16 SH 414**  
**11/16 -TBA**

**Prerequisites:**

1. Completion of undergraduate and first year graduate clinical practica including EDAU 177, EDAU 277, EDSP 277 and EDSP 276.
2. Completion and/or concurrent enrollment in all academic courses in the major or consent of the instructor

The following health and safety items are required for Student Teaching (EDSP 269) and Externship (EDSP 278):

1. TB clearance within the past year (available at Health Services). Some sites require a 2-step test; they will let you know.
2. Hepatitis B vaccine
3. CPR certification
4. Basic Physical Exam (available at Health Services).
5. Medical sites may also request drug screening and background checks
6. Supervisors expect you to have completed these items prior to starting.

**Course Format**

*This is a field-based experience. All students are expected to meet on campus four times in the semester.*

## Course Description

*This course is designed to provide second year graduate students with a field experience in a non public school setting. The external field placement allows student clinicians to obtain needed clock hours in the diagnosis and treatment of adults and/or children demonstrating a broad spectrum of communication disorders among culturally and linguistically diverse populations and diverse settings. The goal of the supervised clinical experience is to prepare graduate student clinicians to become independent, competent speech-language pathologists.*

## Course Learning Outcomes

Upon successful completion of this course, students will be able to:

1. Identify and demonstrate appropriate personal and ethical professional conduct, equity and social justice, reflective practice, and the unconscious expectation of academic excellence through professional presentation of self, honesty, fairness, responsibility, compassion, and valuing diversity, collaboration, and collegiality. (ASHA Standards IV-A-C, G)
2. Plan, conduct, and evaluate diagnostic procedures for speech-language disorders. (ASHA Standard IV-D)
3. Plan, conduct, and evaluate individual and group intervention procedures for speech-language disorders. (ASHA Standard IV-D)
4. Collaborate with other professionals in case management of their clients. (ASHA Standards IV-E-G)
5. Write reports and progress notes. (ASHA Standard V-A)
6. Demonstrate the ability to administer and manage a speech-language program in a non-public school setting. (ASHA Standard IV-C-D, V-A)
7. Interact with other professionals in a collegial and productive manner. (ASHA Standards IV-D, V-A)
8. Accept responsibility to facilitate learning for all students. (ASHA Standard V-B)

## ASHA STANDARDS

This course meets the following Standards for the Certification of Clinical Competence: (2016):

- **Standard IV-A:** The applicant must have demonstrated knowledge of the biological sciences, physical sciences, statistics, and the social/behavioral sciences. (CLO 1, 5)
- **Standard IV-B:** The applicant must have demonstrated knowledge of basic human communication and swallowing processes, including the appropriate biological, neurological, acoustic psychological, developmental, and linguistic and cultural bases. The applicant must have demonstrated the ability to integrate information pertaining to normal and abnormal human development across the lifespan. (CLO 1, 2)
- **Standard IV-C:** The applicant must have demonstrated knowledge of communication and swallowing disorders and differences, including the appropriate etiologies, characteristics, anatomical/physiological, acoustic, psychological, developmental, and linguistic and cultural correlates in the following areas of study ((1) articulation, (2) fluency, (3) voice and resonance, (4) receptive and expressive language in speaking, listening, reading and writing, (5) hearing and the impact on speech and language, (6) swallowing, (7) cognitive aspects of communication, (8) social aspects of communication, (augmentative and alternative communication modalities. (CLO 1, 7)
- **Standard IV-D:** For each of the areas specified in Standard IV-C, the applicant must have demonstrated current knowledge of the principles and methods of prevention, assessment, and intervention for people with communication and swallowing disorders, including consideration of anatomical/physiological, psychological, developmental, and linguistic and cultural correlates. (CLO 2, 3, 4, 7, 8)
- **Standard IV-E:** The applicant must have demonstrated knowledge of standards of ethical conduct. CLO 4)
- **Standard IV-F:** The applicant must have demonstrated knowledge of processes used in research and of the integration of research principles into evidence-based clinical practice. (CLO 4 -6)
- **Standard IV-G** The applicant must have demonstrated knowledge of contemporary professional issues. (CLO 4,6)

- **Standard V-A:** The applicant must have demonstrated skills in oral and written or other forms of communication sufficient for entry into professional practice. (CLO 5, 7, 8)
- **Standard V-B:** The applicant for certification must have completed a program of study that includes experiences sufficient in breadth and depth to achieve the following skills outcomes; evaluation, intervention, interaction and personal qualities. (CLO 6, 9)

## Required Texts/Readings

*As assigned by site*

### **Other Resources:**

*As required by site*

- Medical Placements Part I: <https://youtu.be/gm5OSHUMMqQ>  
[Anita Schaack – Hospital and clinic terminology](#)
- Medical Placements Part II: [https://youtu.be/E\\_4\\_J1vsLY](https://youtu.be/E_4_J1vsLY)  
[Anita Schaack – more hospitals and clinics](#)
- Day in Life of SLP in Hospital: [https://youtu.be/uaPyUDy\\_dk](https://youtu.be/uaPyUDy_dk)  
[Lisa D'Angelo – SLP](#)

## Course Requirements and Assignments

SJSU classes are designed such that in order to be successful, it is expected that students will spend a minimum of forty-five hours for each unit of credit (normally three hours per unit per week), including preparing for class, participating in course activities, completing assignments, and so on

More information can be found at:

- [University Syllabus Policy S16-9](http://www.sjsu.edu/senate/docs/S16-9.pdf) at <http://www.sjsu.edu/senate/docs/S16-9.pdf>.
- Office of Graduate and Undergraduate Programs' [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>

**Assignments.** See the attached Course Schedule for dates and Assignment Description for specific instructions/rubrics.

- **Daily attendance and punctuality** at assigned sites. Excessive and/or repeated absences (more than 2) may result in a B- or lower for the practicum, resulting in NC for the course.
  - Obtain a minimum of 150 hours of direct contact with clients/patients and their family members. Please note: the 150 hours requirement is a minimum; most students accrue many more. You may NOT end your experience if you reach the hour's minimum before the end of the semester. You may NOT ask your supervisor for time off upon reaching the minimum hour requirement.
  - Completion of paperwork, as directed by, reviewed and co-signed by the site supervisor.
  - Completion of projects as assigned by the site supervisor.
  - Observation of other professionals as directed by the site supervisor.
  - Conduct yourself professionally.
  - Follow the rules and regulations established by the facility.
  - **Complete a project at your assigned site.** The site can choose- if not, you may create one.
- **Attendance at and participation** in ALL seminars in Sweeney Hall. Please see calendar below for dates. Please arrive early to begin promptly at the designated times listed below.

- **Weekly reflections** emailed to your SJSU supervisor summarizing activities of the week, questions, and other thoughts pertinent to your placement.
- **Reflections on Professional Issues video.** This should include a brief summary of some points that you considered important and your view of this information for your externship placement and your future as a SLP. See link and due date in the course calendar. (1-2 pages in length)
- **Completion of required forms.** See Addendum A for due dates for each. Submit all documents (Record of Clinical Supervised Experience (hours), Copy of CCC and License, and Final Grade) via Canvas.

### **Classroom (Site) Protocol**

1. The student will arrange a schedule with the master clinician in the assigned setting.
2. The student will inform university supervisor of the schedule by the end of the first week (Work schedule and information form), and will notify the university supervisor of all schedule changes during the semester.
3. The student will submit written reports and plans to the master clinician as required by the master clinician.
4. The student will notify the master clinician to report absences before 8:00 AM. The university supervisor must also be notified of all absences by email before 8:00 AM. Should this unfortunate incident occur, please send an email to Anita Schaack. However, 100% attendance is the goal for this experience. Excessive (more than 2 days) or unexcused (non-emergency related) absences will affect your evaluation negatively.
5. The student will review performance with the university supervisor during the visit when time permits. If not, comments will be discussed with the on-site supervisor.
6. On the day the visit the student must provide the supervisor with WRITTEN LESSON PLANS for each client/patient scheduled during the visit. These plans must include the objectives for each client/patient for each lesson taught during the visit. This must be done, even if your site does not require lesson plans (inpatient hospital is the one exception).
7. Notify the university supervisor in the event of problems. The procedure is outlined below:
  - Step 1: Try to work it out with your on-site supervisor
  - Step 2: Notify university supervisor if the two of you cannot solve the problem.
  - Step 3: University supervisor will contact on-site supervisor to discuss issues and negotiate solutions.
  - Step 4: Both supervisor and student will develop plans to modify the situation.
  - Step 5: The university supervisor will make follow-up visits to evaluate progress.
  - Step 6: If all attempts fail, or if the situation is judged unchangeable, the student may be reassigned either in the present or successive semester.

### **Grading**

This is a credit/no credit course.

As each site is different in its requirements, the specifics of grading will vary from site to site, but you will have both a midterm and final evaluation.

#### **The evaluation for grading is based on:**

1. Evaluation by the master clinician.
2. Observation by the university supervisor.
3. Reports from other site personnel.
4. Written reports and plans submitted (as required).

**\*\*Final Report/Evaluation-** primary source of grade  
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- Attendance at all mandatory clinic meetings and timely submission of the assignments.
- Breaches of confidentiality will be considered grounds for failure of the clinic, regardless of merit.

NOTE that [University policy F69-24 at http://www.sjsu.edu/senate/docs/F69-24.pdf](http://www.sjsu.edu/senate/docs/F69-24.pdf) states that “Students should attend all meetings of their classes, not only because they are responsible for material discussed therein, but because active participation is frequently essential to insure maximum benefit for all members of the class. Attendance per se shall not be used as a criterion for grading.”

Note that “All students have the right, within a reasonable time, to know their academic scores, to review their grade-dependent work, and to be provided with explanations for the determination of their course grades.” See [University Policy F13-1 at http://www.sjsu.edu/senate/docs/F13-1.pdf](http://www.sjsu.edu/senate/docs/F13-1.pdf) for more details.

### **Classroom (Site) Protocol**

*All students are expected to arrive at their site with sufficient time to prepare and be ready to learn by the assigned start time. Students should not ask to leave early from their site unless it is for a pre-arranged seminar/event (CSHA, monthly seminars, etc). Cell phones are not to be present, pulled out, or otherwise visible outside of personal lunchtime, or before/after set externship times. Students are expected to be courteous, respectful and appreciative of the great amount of time that each of our supervisors have committed to your learning. Students are expected to communicate directly with their sites and with their supervisors.*

### **University Policies**

Per University Policy S16-9, university-wide policy information relevant to all courses, such as academic integrity, accommodations, etc. will be available on Office of Graduate and Undergraduate Programs’ [Syllabus Information web page](http://www.sjsu.edu/gup/syllabusinfo/) at <http://www.sjsu.edu/gup/syllabusinfo/>”

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## Course Schedule

*This schedule is subject to change.*

*All changes will be sent out via email and/or announced at seminars.*

### Course Schedule

Week	Date	Topics, Readings, Assignments, Deadlines
1	8/23-2/1	Begin Externships – 8/21 3-5PM Initial on campus externship
2		On Site at Externship
3		On Site at Externship
4		On Site at Externship
5		On Site at Externship
6	9/18	On Site at Externship- ON-CAMPUS SEMINAR
7		On Site at Externship/
8		On Site at Externship
9		On Site at Externship
10	10/16	On Site at Externship- -CASE PRESENTATIONS
11		On Site at Externship
12		On Site at Externship
13		On Site at Externship
14	11/16	On Site at Externship – ON CAMPUS SEMINAR
15	12/4	On Site at Externship - VIDEO REFLECTION DUE Interviews and resumes: <a href="https://youtu.be/ESVtK2Ihzpk">https://youtu.be/ESVtK2Ihzpk</a>
16		On Site at Externship

Appendix A: Forms to complete for Clinical Externship

<b>Form</b>	<b>To be completed by</b>	<b>Submit to</b>	<b>Submit on</b>
Practicum Commitment Form	Student & Site Supervisor	SJSU Supervisor	One week after start date
Work Schedule and Information Form	Student	SJSU Supervisor	One week after start date
Clinical Hours Tracking Form	Student	SJSU Supervisor after Site Supervisor endorsement	Within 1 week of completing practicum
Record of Supervised Clinical Experience	Student	SJSU Supervisor after Site Supervisor endorsement	Within 1 week of completing practicum
Clinician Competencies Form	Site Supervisor	SJSU Supervisor after student endorsement	At Midterm and Within 1 week of completing practicum*
Student Evaluation of Site/Supervisor Form	Student	SJSU Supervisor	Within 1 week of completing practicum

\*Final Must be completed by 12/18 in order for SJSU Supervisor to enter grade.