

---

---

## Speech Language Pathologist

### Supervision and Leadership at Upward Bound

#### **The Supervising SLP must:**

- Hold CCC/SLP from ASHA
- Have active interest in use of and desire to use support personnel/SLPA
- Have practiced SLP for at least 2 years following ASHA certification (CFY+2)
- Have completed or be currently enrolled in at least one training / course /workshop in Supervision for to fulfill CA requirements:
  - ASHA - at least 1.0 CEU's (10 clock hours)
  - CA - at least 6 hours of Supervision Training initially
    - followed by 3 hours of CEU on Supervision every 2 years thereafter

#### **ASHA Definitions and Requirements:**

##### Direct Supervision:

- On site and/or in-view observation of SLPA performing clinical activities
- Observing portion of session (does not have to be the entire session, but 20-min increments)
  - Can include viewing and communication via telecom - real-time to provide immediate feedback (not reviewing a recording later)
- Direct Supervision by SLP to each client at least every 60 days
- 1-Hour direct weekly

*Note: More intensive supervision must be provided for a brand new SLPA, for the first 90 days. (See ASHA Guidelines)*

##### Indirect Supervision:

- Demonstrate a technique
- Coaching/Consulting re: specific clients, therapy approaches/principles, etc.
- Review Records (Session/SOAP notes, Progress Summary (PS), Care Plan (CP), Other)
  - Review/Finalize Progress Summary and Care Plans = Making all Case Management Decisions

## **SLP Formal Supervision at UBST:**

**Direct Supervision** activities as described by ASHA as implemented at UBST:

- On site=in clinic and/or in-view=via live stream or video chat, etc. observation of SLPA performing clinical activities
- Observing at least one third/20-minutes of a session for a specific client
- To provide 1-hour direct supervision weekly; may combine observations of work with different, multiple clients
- Fluid caseloads and schedules @UBST do not always allow for a specific SLP to consistently provide a client's every, 60-day observation. Observations of each UBST client may be provided by various/more than one particular SLP in order to maintain timeliness of supervision.

**Indirect Supervision** activities as described by ASHA

- Coaching and Consulting with SLPA - in person, video chat, email, text - Availability and responsiveness to answer questions/problem solve.
- At a minimum, **SLPs are responsible for completion of PS and CPs that have been assigned to or completed by the SLPA(s) you supervise.**

## Tracking Informal and Formal Supervision

For now (another tool is in development) - All consultations/conversations/either formal or informal supervision provided for a SLPA (re: a client) must be documented in the **Master Supervision Tracker** (a shared, Google Sheets doc).

Access to this document is for: all SLP's, Clinical Director, Clinic Administrator and Office Manager. The Master Supervision Tracker is a *confidential* document and should *not* be shared with SLPA's and/or with any other admin personnel other than those listed.

## **Additional SLP Roles and Responsibilities:**

### Informal Supervision and Support of all Clinicians

- Clinical Presence/Responsiveness to Clinician/Client needs as they arise
- Unassigned Progress Summaries/Care Plans: There are instances in which a client requires a PS and new CP, but does not have a regular therapist assigned. In these situations, SLPs provide additional support in completing PS/CPs ("jump in and help out").
- On the Horizon: Functional Assessment/Evaluation of SLPAs will be implemented according to UBST staff Evaluation protocols and timelines.
  - At a minimum, SLPs will be responsible for completing a SLPA Evaluation for their formal Supervisee(s).

- There may be situations (depending upon SLP FTE) when SLPs will also be responsible for informal SLPA coaching and evaluations to provide adequate coverage.

As a Supervisor of SLPA(s) at UBST, we are committed to providing you with time for direct and indirect supervision as a critical part of managing your caseload. However, especially in the case of part time SLPs, there will be situations in which face to face, billable services (therapy and evaluations) must be maximized during clinic operating hours and indirect work (such as evaluation report writing, PS, CP reviews/writing) will be necessary outside of our clinic operating hours. This will be discussed and agreed upon in an employment agreement or other document so that all expectations are clearly understood and communicated.

### **SLP Leadership and Specialization Opportunities**

#### **Early Intervention**

Training, coaching and modeling for Therapists and Families  
In session face to face interactions with families/clients and the clinicians  
Website links for family resources - practical tools and application  
Development of Parent Trainings/Programs/Groups

#### **Fluency Intervention**

Training, coaching and modeling

#### **Apraxia - Oral Motor**

Training, coaching and modeling