SPLP 3318 (CRN 26038) - Principles of Clinical Management - Spring 2015

Professor: Bess Sirmon-Taylor, PhD, CCC-SLP
Credit Hours: 3 credits
Office: 416 Campbell Hall
Contact Info: Phone: 915-747-7278
Contact Hours: 42 hours
E-mail: bsfjordbak@utep.edu
Class time: Monday, 10:00 – 12:50
Classroom: 235 Campbell Hall
Office Hours: Monday 2:00 – 2:30 or by appointment

Prerequisites: To take this class, students must have achieved a grade of a “C” or better in the following courses: SPLP 1312 Survey; SPLP 2111 Phonetics lab; SPLP 2313 General Phonetics; SPLP 3310 Lang Development; SPLP 3312 A&P; SPLP 3313 Disorders of Artic/Phon; SPLP 3314 Preschool Lang.

Course Description: This course will prepare students with clinical skills that will include writing behavioral objectives, treatment plans, therapy documentation notes and other written documentation of client performance and progress. The treatment sequence, ethical decision-making, universal precautions for infection control, and the team approach to treatment are also discussed.

Course Objectives: By the end of the semester, students will demonstrate knowledge of competencies and certain skills in the following areas according to ASHA’s (2014) recognized standards for certification and entry into professional practice, performing at a level appropriate to the student’s current training and skill set:

- **ASHA Standard IV-D** …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.
- **ASHA Standard IV-E** …knowledge of standards of ethical conduct.
- **ASHA Standard IV-G** …knowledge of contemporary professional issues.
- **ASHA Standard IV-H** …knowledge of entry-level... certifications, licensure, and other relevant professional credentials, as well as local, state, and national regulations and policies relevant to professional practice.
- **ASHA Standard V-A** …skills in oral and written forms of communication...
- **ASHA Standard V-B** …experiences in the following:
  1. **Evaluation**
     a. Conduct screening and prevention procedures (including prevention activities)
  2. **Intervention**
     a. Develop setting-appropriate intervention plans with measurable and achievable goals that meet clients'/patients' needs. Collaborate with clients/patients and relevant others in the planning process
     b. Implement intervention plans (involve clients/patients and relevant others in the intervention process)
     c. Select or develop and use appropriate materials and instrumentation for prevention and intervention
d. Measure and evaluate clients’/patients’ performance and progress

3. Interaction and Personal Qualities
d. Adhere to the ASHA Code of Ethics and behave professionally.

**UTEP Clinical Competencies** (please refer to 2014 clinic handbook for specific requirements):

- **Planning:**
  - Competency 2: Applies evidence based practice (clinical and research) to problem.
  - Competency 3: Plans behaviors to baseline, procedures and sequences
  - Competency 4: Plans therapy materials which were appropriate for client age and specific goals.
  - Competency 5: Plans reinforcement types and schedules contingent upon client’s behavior.
  - Competency 6: Outlines a sequence of goals, activities, and materials.
  - Competency 7: Understands the rationale for the outline of therapy procedures.

- **Implementation:**
  - Competency 1: Instructs client(s) appropriately using terminology and examples they understand.
  - Competency 2: Controls delivery of stimuli.
  - Competency 3: Records responses accurately and effectively.
  - Competency 4: Delivers reinforcing or contingent events effectively.
  - Competency 5: Corrects client’s errors systematically.
  - Competency 9: Implements an appropriate behavioral management system.

- **Record Keeping:**
  - Competency 1: Writes behavioral objectives
  - Competency 3: Maintains response sheets for each session/graph responses
  - Competency 4: Writes SOAP notes and files in client’s folder.

- **Professional:**
  - Competency 1: Meets professional responsibilities
  - Competency 2: Demonstrates awareness of professional ethics and behavior
  - Competency 3: Demonstrates appropriate interpersonal skills with client/parents/family
  - Competency 4: Demonstrates appropriate interpersonal skills with other professionals
  - Competency 5: Practices universal precautions

*By the end of the semester, the student will:*

- Describe and demonstrate professional behavior when interacting with clients, families, and other professionals, as well as those with cultural and linguistic differences
- Understand and demonstrate behavior management techniques for individual/group tx
- Demonstrate the ability to correctly write a SOAP note
- Demonstrate an understanding of the Health Insurance (HIPAA), the ASHA Code of Ethics, and the SLP scope of practice as defined by Texas law
- Demonstrate writing skills commensurate with clinical practice in preparation for graduate education

**Method of Instruction:** lecture, in-class participatory activities, written homework
**Required:**
- UTEP Speech Language Pathology Clinical Practicum Handbook (2014)
- Additional Readings (available on Blackboard)

### Course Content and Topic/Assignment Outline

<table>
<thead>
<tr>
<th>Date</th>
<th>Assignment</th>
<th>What to read/prep</th>
<th>What’s due</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 26</td>
<td>Observation, Ethics, and Scope of Practice (the Big Nine)</td>
<td>ASHA Code of Ethics, Scope of Practice, Paul, Ch 1,2</td>
<td></td>
</tr>
<tr>
<td>February 2</td>
<td>Cultural/Linguistic Diversity and Evidence-Based Practice</td>
<td>Paul, Ch 3, 10</td>
<td>Homework #1</td>
</tr>
<tr>
<td>February 9</td>
<td>Collecting clinical data How to write a good therapy goal</td>
<td>Paul, Ch 6, Randall &amp; McEwan, 2000</td>
<td>Project topic due</td>
</tr>
<tr>
<td>February 16</td>
<td>Documenting progress SOAP notes</td>
<td>Clinic Handbook pp. 24-35 and 69-111</td>
<td>Homework #2</td>
</tr>
<tr>
<td>February 23</td>
<td>Speech-Language Pathology as a Clinical Profession</td>
<td>Paul, Ch 9</td>
<td>Project proposal due</td>
</tr>
<tr>
<td>March 2</td>
<td><strong>Exam 1</strong> Lecture: Behavior modification techniques</td>
<td>Hegde and Davis, 2005</td>
<td></td>
</tr>
<tr>
<td>March 9-13</td>
<td>Spring Break</td>
<td><em>Here’s a long stretch of time to work on the project</em></td>
<td></td>
</tr>
<tr>
<td>March 16</td>
<td>Assessment and Screenings – why we do them and how to conduct them</td>
<td>Paul, Ch 4, Clark, 2003, Holmes, et al, 1997</td>
<td>Annotated bibliography</td>
</tr>
<tr>
<td>March 23</td>
<td>Managing group dynamics in adult and pediatric caseloads</td>
<td>Elman &amp; Bernstein-Ellis, 1999</td>
<td>SOAP Note #1</td>
</tr>
<tr>
<td>March 30</td>
<td>Interdisciplinary treatment teams</td>
<td>Readings posted on Blackboard</td>
<td>Oral Mech Exam</td>
</tr>
<tr>
<td>April 6</td>
<td><strong>Exam 2</strong> Lecture: Universal Precautions</td>
<td>Paul, Ch 13</td>
<td>Project Due</td>
</tr>
<tr>
<td>April 13</td>
<td>Introduction to single-subject research design in clinical practice</td>
<td>Paul, Ch 13</td>
<td>Hearing Screening</td>
</tr>
<tr>
<td>April 20</td>
<td>Case Studies in Ethics and Scope of Practice</td>
<td>ASHA Code of Ethics, Scope of Practice</td>
<td>SOAP #2</td>
</tr>
<tr>
<td>April 27</td>
<td>Regulatory Policies: HIPAA, FERPA, State Law, Admin Code, &amp; lots more</td>
<td>Paul, Ch 8, Handbook, pp. 27-28</td>
<td>Homework #3</td>
</tr>
<tr>
<td>May 4</td>
<td>Show and Tell Day – in-class demonstration of tx techniques</td>
<td>Prepare and demonstrate therapy activity</td>
<td></td>
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<tr>
<td>Wednesday</td>
<td></td>
<td><strong>FINAL EXAM</strong> 10:00 am – 12:50 pm Rm 235</td>
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</table>

**NOTE:** This schedule represents a general outline for the semester, and may be modified at Dr. Sirmon-Taylor’s discretion, according to pace of the class and the needs of the students.
Method of Grading:

Exams: There will be three examinations across the semester, the combination of which accounts for over 50% of your total grade.

Observations: You will observe two therapy sessions via video, and based on your observations you will write SOAP notes.

Homework: There will be 3 homework assignments due at or before the beginning of class.

Screenings: You will complete one hearing screening and one oral peripheral exam as an outside assignment. You will do these on each other.

Project: You will write a paper (5-6 pages of text), using at least four references from refereed journals, on a clinical topic assigned by Dr. Sirmon-Taylor. There will be graded pieces of this project due throughout the semester. This must be formatted according to the APA Manual, 6th Edition. As you are working on this paper, visiting the University Writing Center is strongly recommended, as the final product should be well-organized and cohesive, with no spelling, grammatical, or citation errors.

Participation: This class involves active learning, and your participation is integral to the learning process. Many such opportunities will be made available, and this will count for 15 points of your total grade.

Grades will be assigned as follows:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>ASHA Standard</th>
<th>UTEP Comp</th>
<th>Due Date</th>
<th>Points</th>
<th>% of total</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral Mech Examination</td>
<td>1a</td>
<td>Planning</td>
<td>March 30</td>
<td>10</td>
<td>2.5</td>
<td>Students will complete one OM exam on another student, and submit completed form with results summary.</td>
</tr>
<tr>
<td>Pure-tone hearing screening</td>
<td>1a</td>
<td>Planning</td>
<td>April 13</td>
<td>10</td>
<td>2.5</td>
<td>Students will complete one pure-tone hearing screening on another student, and submit completed forms with results summary.</td>
</tr>
<tr>
<td>Homework assignments</td>
<td>All</td>
<td>All</td>
<td>See calendar</td>
<td>30 total (3 x 10 pts each)</td>
<td>7</td>
<td>Students will complete written assignments, synthesize material from readings and answer questions posted on Blackboard.</td>
</tr>
<tr>
<td>Exam 1</td>
<td>All</td>
<td>All</td>
<td>March 2</td>
<td>75</td>
<td>17</td>
<td>Exam will cover info from 1st five weeks of class; may include mult choice, T/F, short answer, matching.</td>
</tr>
<tr>
<td>Exam 2</td>
<td>All</td>
<td>All</td>
<td>April 6</td>
<td>75</td>
<td>17</td>
<td>Exam will cover info from 1st nine weeks of class; may include MC, T/F, short answer, matching.</td>
</tr>
<tr>
<td>Observation SOAP notes</td>
<td>2a, b, c, d</td>
<td>Planning</td>
<td>Mar 23 &amp; April 20</td>
<td>30 total (15 pts each)</td>
<td>7</td>
<td>Observation of two recorded therapy sessions and preparation of SOAP notes.</td>
</tr>
<tr>
<td>Project proposal</td>
<td>V-A</td>
<td>Professional</td>
<td>Febr 23</td>
<td>25</td>
<td>5</td>
<td>One page proposal, well-written and organized according to outline.</td>
</tr>
</tbody>
</table>
### Assignments

<table>
<thead>
<tr>
<th>Assignment</th>
<th>ASHA Standard</th>
<th>UTEP Comp</th>
<th>Due Date</th>
<th>Points</th>
<th>% of total</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annotated bibliography</td>
<td>V-A</td>
<td>Professional</td>
<td>March 16</td>
<td>25</td>
<td>5</td>
<td>Brief review and citation of at least four relevant articles from refereed journals</td>
</tr>
<tr>
<td>Project (final version)</td>
<td>All</td>
<td>All</td>
<td>April 6</td>
<td>50</td>
<td>11</td>
<td>5-6 pages, references, in APA (6th Ed) format on a topic assigned by Dr. Sirmon-Taylor.</td>
</tr>
<tr>
<td>Clinical Practice (Show and Tell)</td>
<td>All</td>
<td>All</td>
<td>May 4</td>
<td>25</td>
<td>5</td>
<td>You will prepare a functionally-based clinical activity to demonstrate in class, including writing a well-organized and measurable behavioral objective.</td>
</tr>
<tr>
<td>Final exam</td>
<td>All</td>
<td>All</td>
<td>May 13</td>
<td>80</td>
<td>18</td>
<td>Cumulative final exam; may involve case studies, MC, definitions, short answer.</td>
</tr>
<tr>
<td>Class Participation</td>
<td>3d</td>
<td>Professional 1-5</td>
<td>Every class</td>
<td>15</td>
<td>3</td>
<td>Grade will include participation in class discussions and professional behavior.</td>
</tr>
<tr>
<td><strong>TOTAL POINTS</strong></td>
<td><strong>450</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>100%</strong></td>
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**Final Grade will be determined as follows:**

- 415 – 450 points = A
- 360 – 414 points = B
- 315 – 359 points = C
- 270 – 314 points = D
- Below 270 points = F

### Course Policies and Other Information:

- **Americans with Disabilities Act:** If you have or suspect a disability and need accommodations, you should contact the Center for Accommodations and Support Services (CASS) at 747-5148. You can also e-mail the office at cass@utep.edu or go by Room 106, Union Building East. For additional information, visit the CASS website at [http://sa.utep.edu/cass/](http://sa.utep.edu/cass/).
- **Blackboard:** Class information will be posted on Blackboard including the syllabus, lecture notes, and assignment instructions. Please refer to this resource frequently. Go to the UTEP Blackboard site, log on with your ID, and choose SPLP 3318 (Sirmon-Taylor or Fjordbak) from your list of accessible courses.
- Refer to the Spring 2015 schedule of classes and UTEP website ([www.utep.edu](http://www.utep.edu)) for details regarding drop/add, course withdrawal policies and procedures, and any other general UTEP academic policies.
- Certain written assignments must be typed in Microsoft Word and may submitted via Blackboard or turned in as hard copy by the due date/time. If you use .pages .rtf, or other format, make sure it can be opened in MSWord. Oral-motor examinations and hearing screening forms must be handed in (not submitted on-line). DO NOT email your homework assignments to me unless I have given you specific permission to do so.
- **TECHNOLOGY:** You may use your laptops, iPads, or tablets for taking notes. This is a privilege, not a right. Your task is to do the readings ahead of time, sit and listen, take notes, ask questions, and actively engage in the learning process. You will not need access to the internet while you are here, and I will post an outline of the presentations after each class. Other use of the technology (e.g., use of cellphones for texting or tweeting; using any device for emailing, updating Facebook, InstaGram, Twitter or whatever else) is a distraction and is inappropriate during class time. Dr. Sirmon-Taylor reserves the right to institute a NO TECHNOLOGY policy if it becomes necessary.
**Academic Integrity:** All academic work must meet the standards described in Chapter 1, Section 1.3.1 of the UTEP Handbook of Operating Procedures, entitled “Scholastic Dishonesty”. Each student is responsible to inform himself or herself about those standards before performing any academic work. Additional specifications for this course include:

- You are expected to turn in your own written work, which was done specifically for this course, with no input or collaboration with classmates for individual assignments.
- You must cite references for any work used that is not your own.
- All screening test results must be actual data from test administrations and not falsified.
- Group assignments require participation by all team members.

*If I have any reason to suspect academic dishonesty in any form, I will turn you in. I’m not kidding.*

**Attendance/Assignment Due Dates:**

- Regular attendance is expected, but if you are ill or cannot attend class, notify me before class time or within 24 hours by email, phone message, or in person. You are responsible for getting any work missed from a classmate. An unexcused absence will result in a two point deduction from your participation grade.
- You are responsible for completing assigned readings before class and homework assignments by the due dates as stated in the syllabus. Assignments are required to be submitted prior to or at the beginning of class on the designated due date, either posted on Blackboard, or handed in as a hard copy. Late assignments will be accepted, but will be penalized *five points* per day unless due to documented illness or emergency, which means something turned in after 10:00 a.m. is *already late*. A physician’s excuse or documentation of an emergency is required for a late assignment to be accepted without penalty.
- Make up tests are not available without a physician’s excuse or documentation of an emergency, and will be given in the form of an essay test (always harder!!).
- Please notify me before class if you know you will not be able to attend class due to religious holidays so that we can arrange for work missed to be made up. You will not be penalized for absences or late assignments due to the observance of religious holidays.