



MINNESOTA SPEECH-LANGUAGE-HEARING ASSOCIATION

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Professional Standards for the Qualifications, Scope of Practice, and Supervision of Speech-Language Pathology Assistants

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The following standards are part of the Minnesota Speech-Language-Hearing Association's policies regarding Speech-Language Pathology Assistants (SLP Assts.). They reflect national standards for the training, credentialing, use, and supervision of SLP Assts. They do not necessarily endorse the use of SLP Assts. but rather recommend appropriate standards of professional practice if they are used. The standards are adapted from the American Speech-Language-Hearing Association's standards and other states' regulations for qualifications, scope of practice, and supervision of SLP-Assts.

Speech-Language Pathology Assistant, heretofore referred to as SLP Asst., means a person who provides speech-language pathology services under the direct supervision of a speech-language pathologist, who holds the Certificate of Clinical Competence from the American Speech-Language-Hearing Association or its equivalent.

A person employed as an SLP Asst. in any class, service, or program authorized by this Article may perform only those duties authorized by this Section under the supervision of a speech-language pathologist as provided in this Section.

Qualifications for an SLP Asst.

A person is qualified to be an SLP Asst. if that person meets one of the following criteria:

- a. Has received an associate degree from an SLP Asst. program that has been accredited by the Council on Academic Accreditation or its equivalent.
- b. Has received an earned Bachelor degree in the discipline of communication sciences and/or disorders, has completed additional transcript credit in the area of instruction in assistant level service delivery practices, and has completed 100 hours of supervised field work experience in the role of an SLP Asst.

Job responsibilities for an SLP Asst.

An SLP Asst. may not be assigned his or her own caseload. The supervising speech-language pathologist will have clearly designated time set aside from other duties to directly supervise the SLP Asst. and carry out other supervisory activities.

An agency that intends to utilize the services of an SLP Asst. must provide written notification to the client, if 18 yrs. or older, or the parent/guardian of the client/student who will be served by an SLP Asst.

The scope of responsibility

An SLP Asst. shall be limited to supplementing the role of the speech-language pathologist in implementing the treatment program established by the speech-language pathologist. The function and duties of the SLP Asst. shall be limited to the following:

Provided that the training, supervision, documentation, and planning are appropriate, the following tasks may be delegated to an SLP Asst.:

- a. assist the speech-language pathologist with speech-language and hearing screenings (without interpretation)
- b. follow documented treatment plans or protocols developed by the supervising speech-language pathologist
- c. document client/student performance (e.g., tallying data for the speech-language pathologist to use; preparing charts, records, and graphs) and report this information to the supervising speech-language pathologist
- d. assist the speech-language pathologist during assessment of client/student
- e. assist with informal documentation as directed by the speech-language pathologist
- f. assist with clerical duties such as preparing materials and scheduling activities as direction by the speech-language pathologist
- g. perform checks and maintenance of equipment
- h. support the supervising speech-language pathologist in research projects, in-service training, and public relations programs
- i. assist with departmental operations (scheduling, record keeping, safety/maintenance of supplies and equipment)
- j. collect data for quality improvement
- k. exhibit compliance with regulations, reimbursement requirements, and SLP Asst.'s job responsibilities.

The SLP Asst. may not

- a. perform standardized or nonstandardized diagnostic tests, formal or informal evaluations, or interpret test results
- b. screen or diagnose clients/students for feeding/swallowing disorders
- c. participate in parent conferences, case conferences, or any interdisciplinary team without the presence of the supervising speech-language pathologist or other ASHA certified speech-language pathologist (or equivalent) designated by the supervising speech-language pathologist.
- d. provide client/student or family counseling
- e. write, develop, or modify a client's/student's individualized treatment plan or individualized education plan in any way.
- f. assist with clients/students without following the individualized treatment plan or individualized education plan prepared by the speech-language pathologist or without access to supervision.
- g. sign any formal documents (e.g., treatment plans, education plans, reimbursement forms, or reports; the SLP Asst. should sign or initial informal treatment notes for review and co-signature by the supervising speech-language pathologist)
- h. select clients/students for service
- i. discharge a client/student from services
- j. disclose clinical or confidential information either orally or in writing to anyone other than the supervising speech-language pathologist
- k. make referrals for additional service
- l. counsel or consult with the client/student, family, or others regarding the client/student status or service
- m. represent himself or herself as a speech-language pathologist
- n. use a checklist or tabulate results of feeding or swallowing evaluations
- o. demonstrate swallowing strategies or precautions to clients/students, family, or staff

Supervision

1. An SLP Asst. shall practice only under the direct supervision of a speech-language pathologist who has at least two years of post graduate experience, holds the Certificate of Clinical Competence from the American Speech-Language Hearing Association or its equivalent, and has completed at least one preservice course or one continuing education unit in supervision.
2. An SLP Asst. must receive direct supervision on the following schedule: 30% weekly (at least 20% direct) for the first 90 workdays and 20% (at least 10% direct) after the initial work period. Direct supervision means on-site, in-view observation and guidance by the supervising speech-language pathologist while an assigned duty is being performed. Supervision of an SLP Asst. beyond the minimum requirements of this subsection may be imposed at the discretion of the supervising speech-language pathologist. A supervising speech-language pathologist must be available to communicate with the SLP Asst. whenever the assistant is in contact with a client/student.
3. A speech-language pathologist that supervises an SLP Asst. must have clearly designated time set aside from other duties to carry out (a) direct supervision, and (b) other professional supervisory responsibilities.
4. A speech-language pathologist that supervises an SLP Asst. must document direct supervision activities. At a minimum, the supervision documented must provide (i) information regarding the quality of the SLP Asst.'s performance of assigned duties and (ii) verification that clinical activity is limited to duties specified in this Section.
5. A full time speech-language pathologist may supervise no more than one full time equivalent SLP Asst.

Renewal

An SLP Asst. must have completed a minimum of 10 clock hours of continuing education related to the area every two years.

Sources

- Minnesota Speech-Language-Hearing Association Policies 116.242 and 116.243, November 2002
- American Speech-Language-Hearing Association Background Information and Criteria for Registration of Speech-Language Pathology Assistants, September 2000, revised April 2001
- American Speech-Language-Hearing Association Criteria for Approval of Associate Degree Technical Training Programs for Speech-Language Pathology Assistants, October 2000
- American Speech-Language-Hearing Association Guidelines for the Training, Credentialing, Use, and Supervision of Speech-Language Pathology Assistants, 1995
- Oregon House Bill 3268, 2001 re: Certification of SLP Assts.
- Illinois 92nd General Assembly Legislation, HB1356 re: An Act concerning speech.
- California Speech-Language Pathology Assistant Regulations subsection (e) of Section 1399.151.1.
- North Carolina Administrative Code, Title 21 – Occupational Licensing Boards, Chapter 64, Section .1000 – Requirements for the Use of Speech-Language Pathology Assistants in Direct Service Delivery in North Carolina

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Minnesota Speech-Language Pathology Assistant Fact Sheet

* information derived from Minnesota Statute

<i>Speech-Language Pathology Assistants</i>	<i>Features</i>	<i>Speech-Language Pathologists</i>
<ol style="list-style-type: none"> 1. Associate Degree from a Speech-Language Pathology Assistant Program or 2a. Bachelor's degree in communication sciences or disorders, and 2b. additional transcript credit in the area of instruction in assistant-level service delivery practices, and 2c. completion of at least 100 hours of supervised fieldwork experience as a speech-language pathology assistant. 	<p>educational background*</p>	<ol style="list-style-type: none"> 1. Master's or doctoral degree in speech-language pathology from a graduate program accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology of the American Speech-Language-Hearing Association or its equivalent as approved by the commissioner. 2. The completion of 30 Continuing Education Credits every two years.
<ol style="list-style-type: none"> 1. May perform only those duties delegated by a licensed speech-language pathologist and 2. duties are limited to those duties that are within the training and experience of the supervising speech-language pathologist. 	<p>relationship between speech-language pathologists and speech-language pathology assistants*</p>	<ol style="list-style-type: none"> 1. A supervising speech-language pathologist must <ol style="list-style-type: none"> a. be licensed to practice in Minnesota, and b. hold a certificate of clinical competence from the American Speech-Language-Hearing Association or its equivalent as approved by the commissioner, and c. have completed at least one continuing education unit in supervision.
<p>A speech-language pathology assistant must not represent, indicate, or imply to the public that the assistant is a licensed speech-language pathologist and shall only use one of the following titles:</p> <ul style="list-style-type: none"> • speech-language pathology assistant • SLP assistant • SLP asst 	<p>title*</p>	<p>Protected occupational titles include (i.e., these titles can only be used by a licensed speech-language pathologist):</p> <ul style="list-style-type: none"> • speech-language pathologist, S, SP, or SLP • speech pathologist • language pathologist • speech therapist • speech clinician • language clinician • voice therapist • voice pathologist • logopedist • communicologist • aphasiologist • phoniatriest
<p>Affiliate Member</p>	<p>MSHA membership levels</p>	<p>Full member</p>
<p>Speech-language pathology assistants may not bill for services.</p>	<p>reimbursement</p>	<ol style="list-style-type: none"> 1. Speech-language pathologists may bill for services that they have provided. 2. Speech-language pathologists may bill for services provided by speech-language assistant as determined by the payer. The provider of the service must be properly identified.

Delegated Duties for Speech-Language Pathology Assistants*

1. Assist with speech, language, and hearing screening
2. Implement documented treatment plans or protocols developed by the supervising speech-language pathologist
3. Document client performance
4. Assist with assessment of clients
5. Assist with preparing materials and scheduling activities as directed
6. Perform checks and maintenance of equipment
7. Support the supervising speech-language pathologist in research projects, in-service training, and public relations programs
8. Collect data for quality improvement

Excluded Duties for Speech-Language Pathology Assistants *

(i.e., duties not permitted)

Speech-language pathology assistants may not

1. Perform standardized or nonstandardized diagnostic tests, perform formal or informal evaluations, or interpret test results
2. Screen or diagnose clients for feeding or swallowing disorders, including using a checklist or tabulating results of feeding or swallowing evaluations, or demonstrate swallowing strategies or precautions to clients or the clients' families
3. Participate in parent conferences, case conferences, or any interdisciplinary team without the presence of the supervising speech-language pathologist(s) or other licensed speech-language pathologist(s) as authorized by the supervising speech-language pathologist
4. Provide client or family counseling or consult with the client or the family regarding the client status or service
5. Write, develop, or modify a client's individualized treatment plan or individualized education plan
6. Select clients for service
7. Discharge clients from service
8. Disclose clinical or confidential information either orally or in writing to anyone other than the supervising speech-language pathologist
9. Make referrals for additional services
10. Sign formal documents, including treatment plans, education plans, reimbursement forms, or reports. (The speech-language pathology assistant must sign or initial all treatment notes written by the assistant.)

Supervision Requirements for Speech-Language Pathologists*

1. A supervising speech-language pathologist shall authorize and accept full responsibility for the performance, practice, and activity of the speech-language pathology assistant.
2. The supervision of a speech-language pathology assistant shall be maintained on the following schedule:
 - a. the first 90 workdays, within a 40 hour work week, 30% of work performed by the speech-language pathology assistant must be supervised and at least 20% of the work performed must be under direct supervision.
 - b. for the work after the initial 90-day period, within a 40-hour workweek, 20% of the work must be supervised and at least 10% of the work performed must be under direct supervision.
3. "Direct supervision" means on-site, in-view observation and guidance by the supervising speech-language pathologist during the performance of a delegated duty. These are minimum supervision requirements. Additional supervision requirements may be imposed at the discretion of the supervising speech-language pathologist.
4. A supervising speech-language pathologist must be available to communicate with a speech-language pathology assistant at any time the assistant is in direct contact with a client.
5. A supervising speech-language pathologist must document activities performed by the assistant that are directly supervised by the supervising speech-language pathologist. At a minimum the documentation must include:
 - a. information regarding the quality of the speech-language pathology assistant's performance of the delegated duties, and
 - b. verification that any delegated clinical activity was limited to duties authorized to be performed by the speech-language pathology assistant.
6. A supervising speech-language pathologist may supervise no more than one full-time, speech-language pathology assistant or the equivalent of one full-time assistant.

Employer Responsibilities When Using Speech-Language Pathology Assistants*

Any agency or clinic that intends to use the services of a speech-language pathology assistant must provide written notification to the client or, if the client is younger than 18 years old, to the client's parent or guardian before a speech-language pathology assistant may perform any of the delegated duties.