

CDIS Clinical Practicum Requirements

(Please initial each item to verify your acknowledgement.)

_____ Practicum and internship are supervised clinical experiences which include evaluating patients, administering speech/language therapy, holding client conferences, and maintaining records. Enrollment in any practicum or internship experience requires admission to the Graduate Program. Clock hours cannot be accrued outside of practicum enrollment.

_____ **Students must enroll in and complete clinical practicum on campus during their first 16 week semester after admission into the program. Students are further required to enroll in and complete clinical practicum at least one time per year throughout their matriculation in the program. This means that students must be enrolled in practicum a minimum of every 3rd semester (including summer). For example, if your last practicum was fall, you must be enrolled in practicum no later than the following fall.**

_____ All students in practicum must follow the terms as specified in the Clinical Schedule Agreement form. Students must earn a grade of "B" or better in order to count clinical clock hours obtained for ASHA requirements. Failure to meet pre-requisite behaviors such as administrative and professional behaviors for each site with result in a **mandatory** grade of C, even if all other competencies and CPSA indicators are passing.

_____ The ENMU CDIS Program allows a **maximum** of 50 clock hours (including observation hours) to be used from an undergraduate program, if the following conditions have been met:

- Hours were obtained within the last five years
- Hours were obtained under the auspices of an accredited program in CDIS/SLP
- Hours were obtained in conjunction with enrollment in CDIS coursework (e.g., a clinical management, preclinical, or practicum course).
- Clock hour logs are provided with the supervisor's signatures, state license numbers, and ASHA certification numbers. The program will also accept an original and official statement from the supervising Program Director at the university program where the observation hours were approved. The letter must state in which course(s) the clock hours were accrued.
- Clock hour logs/letter are provided on university letterhead/accrual logs.

_____ Students may **NOT** count ANY HOURS which were accrued during employment as an ASL/SLPA.

_____ Students who are working as a licensed ASL/SLPA may **NOT** complete practicum at the site at which they are or were employed as an ASL/SLPA (or are/were employed in any other capacity). Students may **NOT** accrue any clock hours under the supervision of a current or prior ASL/SLPA supervisor (or other supervisor) at any site.

_____ Students may **NOT** complete practicum at any site, district, or agency/company from which they receive any scholarship or financial support.

_____ Students may **NOT** be supervised by a relative, a significant other, or any individual with whom they may have a prior or standing “personal relationship” which may potentially interfere with the objectivity of experiences or ratings. Students may **NOT** be placed at any site in which they may provide services to any relative, significant other, or any individual with whom they may have a prior or standing “personal relationship” which may potentially interfere with the objectivity of therapy services delivered.

_____ Students must complete observations as assigned by the clinical director and the site supervisor. This must occur **even if the student has accrued all needed observation hours**. This may include observations of assessments. All students must sign up to www.MasterClinician.org and <https://www.simucase.com/> and complete additional observations as assigned by their clinical supervisor, clinical instructor, or Clinical Director.

_____ Students must complete simulations as assigned by the clinical director and the site supervisor. This must occur **even if the student has accrued all needed assessment hours**. All students must sign up to <http://www.speechpathology.com/simucase/> and complete simulations as assigned by their clinical supervisor, clinical instructor, or Clinical Director.

_____ Students must meet and maintain all practicum and internship placement requirements as specified at all times, including all Castle Branch requirements. This includes semester in which they are not enrolled in clinical practicum, but are otherwise enrolled in any CDIS courses at ENMU. Students who are suspended or who are on an approved Leave of Absence do not have to maintain currency. All others must. **Students who do not maintain currency with these requirements are subject to immediate removal from practicum and loss of all clinical hours for the semester. Students are responsible for providing verification of these requirements to both the university and the clinical practicum site.** ENMU personnel will not release medical information to practicum personnel, even when given consent by the student.

_____ All practicum and internship placements require successful completion of academic coursework as necessary to complete procedures required by the clinical site to serve clients competently.

_____ All practicum and internship placements require successful completion of appropriate skill levels on the CPSA and KASA.

_____ All practicum and internship courses may be repeated for credit. Financial aid reimbursement of repeated courses may or may not be available. It is the student’s responsibility to check with financial aid to determine their individual eligibility for funding.

Specific Practicum Requirements and Policies - Levels of Practicum

Students must complete multiple levels of practicum as required by their degree plan for graduation. Each level encompasses a different setting with diverse client ages and disorders as required elements. These include:

CDIS 501 – Practicum I

Must complete a minimum of 1 SCH (but may be repeated for credit):

Must be completed at ENMU SHROC or CDC

- ✓ **1 SCH** is **2 half days of therapy per week for 14 weeks**, mandatory weekly supervisor and/or group meetings, plus 100 minutes weekly class seminar time
- This practicum must initially be taken during a regular (16 week) semester – the first semester after admission to the program.
- CDIS 502 placements must be a minimum of 14 weeks in length unless otherwise approved by the Clinical Director.
- Students should expect to **earn a minimum of 12-15 hours** in 501.
- Students are **expected to complete assessments and evaluations** as a part of this practicum experience.
- Students will also be required to complete additional assignments in the ENMU Clinic as deemed necessary by the Program.
- Additional semesters in 501 or a return to campus may be required if all CDIS 501 outcomes (including assessment) are not met by the end of the semester.
- **Prerequisites:**
 - **Concurrent enrollment or prior passing of CDIS 504;**
Students who have not secured client assignments by the 4th week of therapy must withdraw from CDIS 501 **and** CDIS 504 unless specifically advised not to do so by the Graduate Coordinator.
 - **Completion of a speech and language assessment course** is pre-requisite to assessment assignments in CDIS 501
 - **Completion of an articulation/phonological disorders course** is prerequisite to serving articulation clients
 - **Completion of a language disorders course** is prerequisite to serving language disordered clients
 - **Completion of a language science course** is prerequisite to completing complex language samples

CDIS 502 – Practicum II

Must complete a minimum of 2 SCH (but may be repeated for credit):

Must be completed in a K-12 school-based setting

- ✓ **1 SCH** is **2 half days (or 1 full day) per week for 14 weeks**, mandatory weekly supervisor and/or group meetings, plus 100 minutes weekly class seminar time
 - ✓ **2 SCH** is **2 full days per week for 14 weeks**, mandatory weekly supervisor and/or group meetings, plus 100 minutes weekly class seminar time
 - ✓ **3 SCH** is **3 full days per week for 14 weeks**, mandatory weekly supervisor and/or group meetings, plus 100 minutes weekly class seminar time
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- CDIS 502 placements must be a minimum of 14 weeks in length unless otherwise approved by the Clinical Director.
 - Enrollment in any public school setting typically requires that students be available either on M/W or T/TH from 8 until 4 for **both days**.
 - Students should expect to **earn a minimum of 75-100** hours while in 502.
 - Students are **expected to complete assessments and evaluations** as a part of this practicum experience.
 - Students will also be required to complete assignments in the ENMU Clinic as deemed necessary by the Program.
 - Additional semesters in 502 or a return to campus may be required if all CDIS 502 outcomes (including assessment) are not met by the end of the semester.
 - **Prerequisites:**
 - Successful completion (with outcomes passed) of CDIS 501 and CDIS 504
 - Successful completion or concurrent enrollment in CDIS 516 and 525
 - Completed of approximately 10-15 clock hours

CDIS 503 – Practicum III

CDIS 503 should be a SNF assignment. In the event that a SNF placement cannot be secured until 505, home health agencies, birth to three, private clinics, or other introductory medical sites may be considered. CDIS 503 placements may also include a school-based or preschool setting, as long as this site does not duplicate an already completed practicum and provides a unique learning experience for the student clinician. THESE EXCEPTIONS REQUIRE THE APPROVAL OF THE CLINICAL DIRECTOR PRIOR TO ARRANGMENT.

A SNF (or other approved medical placement that includes significant swallowing and adult neurogenic experience) is **required** in CDIS 503 **or** 505.

Students who have not completed therapy with a birth to K child **and** a K-12 setting must do so in CDIS 503 or 505.

Must complete a minimum of 3 SCH (but may be repeated for credit):

Skilled nursing facility (SNF) or other introductory adult medical site with swallowing and neurogenic patients with approval

- ✓ **1 SCH** is **2 half days (or 1 full day) per week for 14 weeks**, mandatory weekly supervisor and/or group meetings, plus 100 minutes weekly class seminar time
 - ✓ **2 SCH** is **2 full days per week for 14 weeks**, mandatory weekly supervisor and/or group meetings, plus 100 minutes weekly class seminar time
 - ✓ **3 SCH** is **3 full days per week for 14 weeks**, mandatory weekly supervisor and/or group meetings, plus 100 minutes weekly class seminar time
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- CDIS 503 placements must be a minimum of 14 weeks in length unless otherwise approved by the Clinical Director.
 - Students should expect to **earn a minimum of 100-125 hours** while in 503.
 - Students are **expected to complete assessments and evaluations** as a part of this practicum experience.
 - Students will also be required to complete assignments in the ENMU Clinic as deemed necessary by the Program.
 - Additional semesters in 503 or a return to campus may be required if all CDIS 503 outcomes (including assessment) are not met by the end of the semester.
 - **Prerequisites:**
 - Successful completion (with outcomes passed) of CDIS 501 and CDIS 502
 - Successful completion (with outcomes passed) of CDIS 504, 511, 516, 525, 526, 528, 529, and 540
 - It is recommended that students **complete approximately 100 clock hours before** enrolling in CDIS 503.

CDIS 505 – Practicum IV

CDIS 505 should be a home health agency, a birth to three, a private clinic, or an intermediate medical site. CDIS 505 placements may also include a school-based or preschool setting, as long as this site does not duplicate an already completed practicum and provides a unique learning experience for the student clinician. **IF CDIS 503 WAS NOT A SNF PLACEMENT, THEN CDIS 505 MUST BE A SNF (or other approved medical placement that includes significant swallowing and adult neurogenic experience).**

A SNF (or other medical placement that includes significant swallowing and adult neurogenic experience) is **required** in CDIS 503 or 505.

Students who have not completed therapy with a birth to K child **and** a K-12 setting must do so in CDIS 503 or 505.

Must complete a minimum of 3 SCH (but may be repeated for credit):

Floater site as needed to show diversity across the disorders and the lifespan.

- ✓ **1 SCH** is **2 half days (or 1 full day) per week for 14 weeks**, mandatory weekly supervisor and/or group meetings, plus 100 minutes weekly class seminar time
 - ✓ **2 SCH** is **2 full days per week for 14 weeks**, mandatory weekly supervisor and/or group meetings, plus 100 minutes weekly class seminar time
 - ✓ **3 SCH** is **3 full days per week for 14 weeks**, mandatory weekly supervisor and/or group meetings, plus 100 minutes weekly class seminar time
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- CDIS 505 placements must be a minimum of 14 weeks in length unless otherwise approved by the Clinical Director.
 - Students should expect to **earn a minimum of 100-125 hours** while in 505.
 - Students are **expected to complete assessments and evaluations** as a part of this practicum experience.
 - Students will also be required to complete assignments in the ENMU Clinic as deemed necessary by the Program.
 - Additional semesters in 505 or a return to campus may be required if all CDIS 505 outcomes (including assessment) are not met by the end of the semester.
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- **Prerequisites:**
 - Successful completion (with outcomes passed) of CDIS 501, 502, and 503
 - Successful completion (with outcomes passed) of CDIS 504, 511, 516, 525, 526, 528, 529, and 540
 - It is recommended that students **complete approximately 200 clock hours before** enrolling in CDIS 505.

CDIS 589 – Internship

CDIS 589 Internship in Speech-Language Pathology is a supervised clinical experience in evaluation and therapy at a cooperating institution, with selected study in pertinent areas. Enrollment in CDIS 589: Internship, requires that the student be placed full-time in a site **a minimum of 5 days per week. The minimum term for a full-time internship is 8 weeks.** Students should typically expect to be at the site for 8 hours per day but this will vary somewhat according to the needs of the site. Internship sites are not available in Portales and Clovis so **students should expect to travel and/or relocate for their internship.**

Students are expected to complete the entire term of their assignment, including those days that are university holidays. Students are expected to be at their site through the last day of practicum. Students are additionally expected to follow the established work schedule of the site. This may include non-standard work days (e.g., 7 am to 7 pm, weekend shifts). Failure to complete the entire term or follow the established schedule of the site is a violation of Mandatory Behaviors and KASA Clinical: Administrative and Professional Behaviors – students will earn a “C” (or lower) for such violations.

Must complete a minimum of 4 SCH (but may be repeated for credit):
Medical (hospital or rehab or other approved setting)

- ✓ **4 SCH** is **5 full days per week for 8 weeks** with mandatory weekly supervisor meetings. Weekly class seminar time may be required.

- CDIS 589 placements must be a minimum of **8 weeks** in length unless otherwise approved by the Clinical Director. CDIS 589 cannot be taken on a part time basis.
- Students should expect to **earn a minimum of 100-125 hours** while in 589.
- Students are **expected to complete assessments and evaluations** as a part of this practicum experience.
- Students will also be required to complete assignments in the ENMU Clinic as deemed necessary by the Program.
- Additional semesters in 589 or a return to campus may be required if all CDIS 505 outcomes (including assessment) are not met by the end of the semester.

- **Prerequisites:**
 - Successful completion (with outcomes passed) of CDIS 501, 502, 503, and 505
 - Successful completion (with outcomes passed) of CDIS 504, 511, 512, 516, 517, 525, 526, 527, 528, 529, 540, 550, 554, and 590
 - Students **MUST have completed a minimum of 300 clock hours before enrolling in CDIS 589.**

Additional Information and Requirements

- CDIS 503 and 505 placement sites are interchangeable and do not have to be completed in any particular order; however, it is STRONGLY suggested that you seek your SNF placement first as these can be difficult to obtain and may require a more lengthy procurement process. Enrollment in 503 must occur before 505.
- Students may repeat a school site in 503 or 505, but they MUST be placed with a different age or population than previously completed by the student.
- Other sites and populations are also available for students (acute care, specialized voice and swallowing centers, private practice, regional clinic, etc.).
- All enrolled practicum students (regardless of practicum enrollment level) may be assigned ENMU SHROC clinical clients if necessary for student remediation or for quality client care.

Required Experiences

- Experience **at the ENMU SHROC or CDC site is required**. An ENMU employee as supervisor is **mandatory**. This will occur in CDIS 501.
- Experience **at a school-based K-12 site is required**. A school-based preschool will NOT meet this requirement. This will occur in CDIS 502.
- Experience **with a birth-5, early childhood, or preschool population is required**. Kindergarten clients in a school-based site will not meet this requirement.
- Experience **with a SNF population is required** (unless a site cannot be acquired and a suitable equivalent can be acquired – This requires Clinical Director Approval).
- Experience **at a primarily adult site is required**. Adult clients in a school-based site will not meet this requirement.
- Experience **with older adults/geriatrics is required**. Experience in a SNF (or comparable setting) is **required**.
- Experience in a hospital/rehab (or other significant medical placement) is **required**.

Clinical Clock Hour Requirements

Clinical Certification Standards (CFCC) require that, at the end of all clinical experiences, students **must have accrued a minimum of 400 supervised practicum hours (325 at the graduate level) to include 25 hours of observation and 375 clinical contact hours.** These hours must encompass screenings, evaluations/assessments, and treatment hours serving multiple client/patient populations across the life span and from culturally/linguistically diverse backgrounds. Students must show practicum experience with client/patient populations having various types and severities of communication and/or related disorders, differences and disabilities.

ENMU students must **minimally** complete practicum at the university clinic, a public or private school, and a medical facility prior to graduating. **Students must further complete hours with clients young children (0 to 5), children (6 to 17), adults (18 to 64), and older adults (65+).** Students must additionally meet the minimum clock hour requirements listed below prior to **graduation AS WELL AS MEETING CFCC STANDARDS:**

| | <u>Child</u> | <u>Adult</u> | <u>Total</u> |
|--|--------------|--------------|--------------|
| Observation | 15 | 15 | 30 |
| Evaluation | | | |
| Speech | 10 | 10 | 20 |
| Language | 10 | 10 | 20 |
| Treatment | | | |
| Speech | 50 | 25 | 75 |
| Language | 50 | 50 | 100 |
| Sub-Total | 135 | 110 | 245 |
| Other Graduate Clinical Contact | | | 155 |
| Grand-Total | | | 400 |

Students must demonstrate competency across the disorders and across the lifespan.

Practicum experiences are structured for each student to ensure development of clinical skills. In addition, practicum is structured so that students meet the standards for the CCC-SLP. Clock hour requirements are listed below. These must be obtained before the degree will be conferred.

- A **minimum** of 400 clock hours of supervised clinical practicum, including observation hours, which concern the evaluation and treatment of children and adults with disorders of speech, language, and hearing. This represents a **minimum**. It is frequently necessary to obtain more than this minimum number of requirements to satisfy other requirements listed below and to achieve the skill outcomes specified as the minimal competency for graduation.
- **All of the hours used to satisfy the 400 minimum must be obtained in direct patient care activities.** This includes observation, prevention, assessment, and treatment activities. Conferences/counseling with the client and/or family also count toward achievement of the minimum number of hours. Staffing hours with other professionals but without the client or family present will **NOT** be included. **Only direct contact with the client or the client's family in assessment, intervention, and/or counseling can be counted toward practicum.** If you are speaking in the counseling or conference session, you may count these hours as treatment. If you are watching your supervisor do so, you may count these in the observation section.

- Students must have practicum experiences in university clinic, medical, and K-12 school sites. In addition, students must have experiences with age groups across the lifespan including young child, child, adult, and older adult populations. Practicum experiences must also include experiences with clients from different cultural/ethnic backgrounds, with a variety of disorders, and with a variety of severity levels.

I acknowledge that I have received this document and will abide by the rules and requirements stated within it. Failure to do so may result in loss of practicum privileges.

Signature _____ Date _____

Print Name _____