

California State University, Fresno
Department of Communicative Disorders and Deaf Studies

CDDS 267

Medical Externship in Speech-Language Pathology

This course fulfills the following ASHA Standards: III-F, III-H, IV-B, IV-D, IV-E, IV-F, and IV-G.

COURSE DESCRIPTION

This course is designed to partially meet the requirements of the master's degree, ASHA certification requirements, and CA licensure requirements. Students participate in a supervised externship in speech-language pathology. The university provides indirect supervision via on-campus meetings, and telephone conversations with the on-site supervisor and the student. The university supervisor may observe the student during on-site visits; however, the on-site supervisor remains the primary direct supervisor. **It is expected that all students have successfully completed three semesters of on-campus clinic (CDDS 230), and coursework in aphasia (CDDS 207), dysphagia (CDDS 220) and motor-speech disorders (CDDS 213).**

Students complete a medical externship experience in a medical setting under the direct supervision of a licensed speech-language pathologist (clinical supervisor). Students progress from observation of the clinical supervisor to responsibility for the majority of the patient load. On-site supervisors use their discretion in determining which patients the student can safely and appropriately serve.

The medical externship assignment varies depending on the specific site. Typically, eight weeks full-time or thirteen weeks part-time is the minimum length of time a student will participate in a medical externship experience. Students are expected to attend regularly and follow the holiday schedule of the assigned site; not the holiday schedule of the university.

If regular on-campus meetings are scheduled, attendance is mandatory.

GRADES (see attached grading policy)

Based on the [Student Practicum Evaluation Form](#), grades will be suggested by the on-site supervisor, although the university supervisor will have final authority for grades. Students performing at an average level of at least a 4 will receive a grade of CR (credit). Students performing at an average level of 3.99 or below will receive a grade of NC (no credit). Students performing at a level 1 or 2 in any area during their final evaluation will receive a grade of NC (no credit).

To receive credit for clinical clock hours, students must earn a grade of CR.

LEARNING OUTCOMES

Learning outcomes will vary depending on the site. Generally, students are expected to exhibit progressively independent clinical skills. Specific outcomes are discussed individually with students at a mid-term and final meeting. Grading is based on the student's performance on the various areas assessed on the Student Practicum Evaluation form. Major concerns expressed by the on-site supervisor regarding

conduct or attendance may result in the student receiving No-Credit for the course. Students and supervisors with any concerns regarding the clinical assignment should call the university supervisor.

If the supervisor observes that the student is not adequately progressing toward these outcomes, the university supervisor must be notified immediately.

Although clinical experiences may vary depending on the site, students will comply with the following responsibilities:

1. **Be courteous, professional, and responsible.** Remember that you are a student extern at these sites. You are not an employee. Be respectful and professional to all people you meet at your site. Remember that you not only represent yourself, but also the university and future students.
2. **Plan your assignment schedule with your clinical supervisor.** Your assignment is a minimum of three days a week and may extend to five days (unless this is a continued or additional practicum experience for one unit which may be one or two days a week). **Remember**, you must have **at least fifty hours at any one site for ASHA certification. Discuss your specific clinical needs regarding requisite hours with your on-site supervisor.**
3. **Stick to your pre-arranged schedule.** Whatever you arrange with your clinical supervisor, do not vary it because of classes, personal appointments, etc. without first discussing this with your clinical supervisor and your university supervisor. Your externship is a professional assignment and should be treated as such.
4. **Attend regularly.** Do not plan vacations during this period. If you must be absent due to illness or personal emergency, notify your supervisors immediately.
5. **Be on time.** You must arrive on time for your assignments. Adhere to your daily schedule without prompting from your supervisor.
6. **Fulfill your assignment.** Your externship usually extends until the week before Finals Week or the last day of academic instruction. You are expected to complete your externship regardless of whether you have already earned the requisite hours. If you do not complete your assignment, or meet the requisite hours, you may earn a grade of Incomplete and be required to fulfill this expectation within one year before graduation will be allowed.
7. **Dress appropriately.** Follow the lead of your clinical supervisor. Most medical facilities have specific mandatory dress codes to follow.
8. **Find out and comply with the rules and regulations of your externship site(s).**
9. **Ask questions when you need help.** Don't be afraid to ask your clinical supervisor to demonstrate a procedure or to say that you are not yet ready to provide treatment without direct supervision.
10. **Keep a record of your hours earned and have your supervisor verify the hours on a weekly basis.** Remember, you can only **count direct contact hours and staffing hours.**
11. **Keep your supervisor informed of the number and types of hours you need as you go along.**

12. **Maintain communication with your university supervisor.**
13. **Submit copies of your completed student practicum evaluations to your university supervisor after the mid-term and final evaluations are completed.**
14. **At the end of semester, make sure that your on-site supervisor has signed off your hours on your Master Log Sheet as well as on your daily Log Sheets. Keep copies of all documents for your records and put all original log sheets in your master clinic file located in the clinic director's office.**

Overall Grading Policy For CDDS 230, 250, 257 & 267

Student clinicians receive a grade of credit or no-credit as a result of their performance in their practicum assignment(s). The clinical supervisor and university supervisor jointly confer with the student clinician as needed. A mid-term and final evaluation are completed and presented to the student clinician by the on-site supervisor. There are two requirements:

- 3) The successful completion of all student practicum competencies based on the student practicum evaluation form.
- 4) Satisfactory evaluation by the clinical supervisor and the university supervisor of above average performance.

When students are not successfully completing all practicum requirements, the steps listed below will be followed and completed:

- 9) A joint conference will be held within three weeks from the time the deficiency is noted with the student, master clinician/supervisor, and university supervisor.
- 10) The university supervisor will prepare a written summary of the conference. This report will state the areas of needed improvement and recommendations for remediation. The student and university supervisor must sign and date the report. Copies of all evaluations and progress logs are attached to the report. Copies will be given to all concerned parties.
- 11) The master clinician/supervisor will document the student clinician's progress, conferring daily. The university supervisor may conduct two additional formal observations and evaluations. A conference to review progress will be conducted at least once weekly by the on-site supervisor.
- 12) If the student has not demonstrated satisfactory improvement, a second joint conference will be conducted between the student, master clinician/supervisor, and university supervisor.

The university supervisor will prepare a written summary of this conference. This summary, with evaluations, will include a notation that the student has been placed on probationary status. Areas of needed improvement will be identified as well as steps for remediation. A specified date for satisfactory completion will be noted, and the student must adhere to this time line or be removed from the placement site, which will result in a grade of no-credit (NC). The student and university supervisor must sign and date this report and copies will be given to all concerned parties.

- 13) A third conference will be held with all concerned parties within three days of the deadline date specified in the second conference, again followed by a written summary with recommendations and signatures of the parties involved.

- 14) The final responsibility for the assignment of a course grade lies with the university supervisor.
- 15) This process will not be extended beyond the term of the CSUF semester.
- 16) If the student clinician believes the NC grade has been assigned unfairly, information may be obtained pertaining to the University's policy and procedure for protesting a final grade in the Office of Advising Services, Joyal Administration, Room 121.

CDDS 230/267 - Student Practicum Evaluation

Clinician: _____

Semester: _____

Supervisor: _____

Course: CDDS _____

Based on this student's current academic and clinical experience, and familiarity with the types of clinical cases served, this student performs this skill consistently with an appropriate amount of instructional support:

- 5 – Consistently
- 4 – Nearly all of the time
- 3 – Most of the time
- 2 – Half of the time
- 1 – Some of the time
- 0 – Never
- N/A – Not Applicable

Academic and Clinical Knowledge Base (10 %)

	1 st 3 weeks	Midterm	Final
1. Applies current course work in the clinical setting.	_____	_____	_____
2. Understands nature of disorders.	_____	_____	_____
3. Seeks to add to academic knowledge in order to develop an effective treatment program.	_____	_____	_____
4. Demonstrates increased clinical insight.	_____	_____	_____

Comment:

Diagnostic Skills (10%)

1. Conducts a thorough file review and client interview.	_____	_____	_____
2. Utilizes appropriate diagnostic instruments.	_____	_____	_____
3. Effectively administers and records tests according to published guidelines.	_____	_____	_____

	1 st 3 weeks	Midterm	Final
4. Accurately interprets test results.	_____	_____	_____
5. Makes appropriate prognosis and recommendations based on diagnostic results.	_____	_____	_____
6. Effectively shares results and recommendations and answers questions appropriately.	_____	_____	_____
7. Administers informal diagnostic instrument if published tests are not appropriate.	_____	_____	_____
8. Incorporate multiple measures to establish reliability of results.	_____	_____	_____
9. Quickly learns and incorporates new tests or procedures suggested by the supervisor.	_____	_____	_____
10. Demonstrates on-going evaluation of client's skills, task and materials.	_____	_____	_____

Comments:

Treatment Skills (30%)

1. Develops and writes appropriate short-and long-term objectives.	_____	_____	_____
2. Sequences treatment to meet the client's needs and the client's performances.	_____	_____	_____
3. Utilizes a variety of appropriate materials	_____	_____	_____
4. Utilizes a variety of appropriate treatment techniques and tasks that are clearly related to goals.	_____	_____	_____
5. Effectively manages treatment contingencies (e.g., reinforcement) and behavior.	_____	_____	_____

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|---|-------|-------|-------|
| 6. Accurately and appropriately uses data collection methods. | _____ | _____ | _____ |
| 7. Provides consistent and appropriate feedback to clients regarding results of treatment session and overall programs. | _____ | _____ | _____ |
| 8. Actively involves client in treatment by training self-charting, providing regular home assignments, etc. | _____ | _____ | _____ |
| 9. Adapts treatment methods based on ongoing assessment of client's needs and adjusts pacing when needed. | _____ | _____ | _____ |
| 10. Respects scheduling restrictions by beginning and ending treatment on time. | _____ | _____ | _____ |

Comments:

Writing Skills (20%)

- | | | | |
|--|-------|-------|-------|
| 1. Maintains accurate and appropriate progress notes. | _____ | _____ | _____ |
| 2. Prepares complete, well-organized reports. | _____ | _____ | _____ |
| 3. Submits written assignments in a timely manner. | _____ | _____ | _____ |
| 4. Uses correct and appropriate grammar, form, style, and spelling in written reports. | _____ | _____ | _____ |
| 5. Uses language that is understood by client and family. | _____ | _____ | _____ |

Comments:

Practicum as a Learning Experience (20%)

- | | | | |
|---|-------|-------|-------|
| 1. Implements recommendations quickly. | _____ | _____ | _____ |
| 2. Seeks clarification when in doubt. | _____ | _____ | _____ |
| 3. Develops original and/or appropriate solutions to clinical problems. | _____ | _____ | _____ |

4. Generalizes information to other clients and situations.	_____	_____	_____
5. Improves and learns as a result of experience and from supervisory suggestions.	_____	_____	_____
6. Demonstrates careful planning & consideration of consequences.	_____	_____	_____
7. Receives constructive suggestions without resistance.	_____	_____	_____
8. Conducts on-going self-analysis to meet personal goals.	_____	_____	_____
9. Demonstrates appropriate organizational skills.	_____	_____	_____
10. Identifies areas of competencies and areas that need improvement (i.g., self-awareness)	_____	_____	_____

Comments:

Professionalism & Ethics (10%)

	1 st 3 weeks	Midterm	Final
1. Communicates effectively using appropriate levels with a variety of individuals (e.g., parents, clients/patients, supervisors).	_____	_____	_____
2. Establishes and maintains rapport with clients and professionals.	_____	_____	_____
3. Complies with established clinic or on-site procedures.	_____	_____	_____
4. Demonstrates knowledge of ASHA’s Code of Ethics by applying ethical standard in all professional relationships.	_____	_____	_____

5. Maintains a professional appearance. _____

6. Attends and is on time for all meetings. _____

7. Treats all people with respect & safeguards confidentiality. _____

8. Conducts sessions effectively with confidence. _____

9. Demonstrates careful planning & consideration of consequences. _____

10. Maintains professional focus on client's needs (including physical, psychological and spiritual). _____

Comments:

Supervisor's Signature: _____ Date: _____