CSD 499 Independent Study in Audiology – Clinical Observation

Fall 2017 / Spring 2018 Session

**Instructors**:

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| **Name** |  | **Office #** | **Office Phone** |
| Jane Elliott, MS | Audiology Clinical Supervisor | 042 | 715-347-3635 |
| Becky Henning, PhD | Audiology Clinical Supervisor | 050 | 715-346-3635 |
| Rachel Craig, AuD | Audiology Clinical Supervisor | 046 | 715-803-5281 |
| Tonya Veith, AuD | Audiology Clinical Supervisor | 048 | 715-346-2851 |

One of the above named Audiologists will be supervising you this semester. Please direct your questions and summaries to the Audiologist that is supervising you directly for the semester.

**OBJECTIVES AND EXPECTATIONS FOR 499:**

* Each student is required to show up on time, present themselves in a professional manner (including following the clinic dress code), and absorb as much as possible about audiology!
* Each week the student will write a clinical summary of the Patients observed during their clinic slot.
* This is a graded 1 credit class; therefore, participation is required. Feel free to ask the graduate students any questions, you may need to wait until the patient leaves if it is more appropriate.
* The Clinical summary will be due WEEKLY.
* If you miss clinic you will be required to make it up during another time slot.

**SUPERVISION REQUIREMENTS:**

According to ASHA standards for audiology:

* Supervision must be sufficient to ensure the welfare of the patient and the student in accordance with the ASHA Code of Ethics.
* Supervision of clinical practicum must include direct observation, guidance, and feedback to permit the student to monitor, evaluate, and improve performance and to develop clinical competence.
* The amount of supervision must also be appropriate to the student’s level of training, education, experience, and competence.
* Supervisors must hold a current Certificate of Clinical Competence in the appropriate area of practice, if the student’s clinical clock hours are to count toward earning his/her CCC-A.
* The supervised activities must be within the scope of practice of audiology to count towards certification.

**PROFESSIONAL MANNER, CONDUCT, ACCOUNTABILITY, AND DRESS CODE:**

Credibility as a professional is influenced by appearance and conduct: Note that performance evaluation will take into account the following responsibilities. A pattern of unprofessional conduct in any of the following will result in grade reductions:

* Adhere to facility policy & procedure and ASHA code of ethics.
* Demonstrate awareness of safety issues/infection control in facility.
* Professional appearance and conduct. Refer to your off-campus site and UWSP’s dress code policies.

CONFIDENTIALITY:

Protected Health Information (PHI) and other clinic/facility information must be kept confidential. Students must follow the UWSP requirements regarding patient confidentiality and HIPAA procedures.

INFECTION CONTROL AND UNIVERSAL PRECAUTIONS:

All students are required to follow the Center’s infection control policies and procedures as outlined in the Audiology Clinical Procedures and Practicum Manual to maintain a clean, healthy environment for patients and staff.

**General Description of Grading:** Below are general descriptions of the type of effort and performance that correspond to each letter grade.

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Letter Grade | A | A- | B+ | B | B- | C+ | C | C- | D+ | D | F |
| Percentage | 100-94.00 | 93.99-91.00 | 90.99-88.00 | 87.99-83.00 | 82.99-80.00 | 79.99-78.00 | 77.99-72.00 | 71.99-70.00 | 69.99-68.00 | 67.99-60.00 | <60 |

Your final grade will be determined by the percent of points you earn out of a possible 240:

|  |  |  |  |
| --- | --- | --- | --- |
| **Assessment** | **Number** | **Points Each** | **Total Points** |
| **Attendance** | **12** | **10** | **120** |
| **Hearing Clinic Observation Summaries** | **12** | **10** | **120** |
| **TOTAL** |  |  | **240** |

**Late assignments:**

Assignments turned in after they are due will be penalized by subtracting 2 points per day, unless prior notification of late submission has been approved. An incomplete will be given if any assignment is not completed by the final date for reporting grades to the register.

Days are calculated as the 24 hour period following the time when the assignment was due.

**Please communicate any concerns or accommodation requests to the instructor.**

**Accommodation for Religious Beliefs:**

In accordance with University of Wisconsin policy,

<http://www.uwsp.edu/stuaffairs/Documents/RightsRespons/SRR-2010/rightsChap22.pdf>

any potential conflict between class work and religious observance must be made known to the instructor within the first three weeks of classes. You must notify the instructor of the specific day(s) or date(s) of specific religious observances on which you wish to be excused from academic requirements.

**Accommodation for disability or special learning needs:**

The Americans with Disabilities Act (ADA) is a federal law requiring educational institutions to provide reasonable accommodations for students with disabilities.

For more information about UWSP’s policies, check here:

<http://www.uwsp.edu/dos/Pages/ADA.aspx>

UWSP is committed to providing reasonable and appropriate accommodations to students with disabilities and temporary impairments.  If you have a disability or acquire a condition during the semester where you need assistance, please contact the Disability and Assistive Technology Center on the 6th floor of Albertson Hall (library) as soon as possible.  DATC can be reached at 715-346-3365 or [DATC@uwsp.edu](mailto:DATC@uwsp.edu).

You can also find more information here: <http://www.uwsp.edu/disability/Pages/default.aspx>

**Professionalism:**

You are entering a professional preparation program and your conduct in class represents you as a professional. Professional and ethical behavior and attitude are expected. This includes, but is not limited to, respect and tolerance of others, and acting responsibly and with integrity.

For examples of Codes of Ethics for Speech and Hearing Professionals, see:

American Academy of Audiology Code of Ethics <http://www.audiology.org/resources/documentlibrary/Pages/codeofethics.aspx>

Or

American Speech-Language Hearing Association Code of Ethics

<http://www.asha.org/policy/ET2010-00309/>

**Academic Conduct**

You are responsible for keeping track of points earned on assessments in case there is a discrepancy between your records and the instructor’s records. All discrepancies must be brought to the attention of the instructor ***before*** the final examination.

Any missed assessments (e.g., due to illness, family emergency on day of exam), may or may not be made up, at the discretion of the instructor. Advance notification should be given whenever possible. While it is understood that “life happens,” due date policies are instituted to foster equal opportunity for each student in the class. Out of respect to your fellow classmates, please act and plan responsibly to meet the same time requirements as the rest of the class. Discuss any concerns with the instructor as soon as possible.

Please refer to the Division of Student Affairs for a description of your rights and responsibilities: <http://www.uwsp.edu/dos/Documents/CommunityRights.pdf>

Please refer to UWSP Academic Affairs for other information pertaining to academic conduct; in particular, see the University handbook, especially chapter 5 regarding classroom activities: <http://www.uwsp.edu/acadaff/Pages/handbook.aspx>

<http://www.uwsp.edu/AcadAff/Handbook/CH5-6%2011-12.pdf>

<http://www.uwsp.edu/dos/Pages/Information%20for%20Students.aspx>

<http://www.uwsp.edu/dos/Documents/AcademicIntegrityBrochure.pdf>

**Academic Misconduct Definition:**

From the UWSP Handbook, Chapters 5&6, July, 2011, page 10 - 11

<http://www.uwsp.edu/AcadAff/Handbook/CH5-6%2011-12.pdf>

<http://www.uwsp.edu/dos/Pages/Academic-Misconduct.aspx>

**UWSP 14.03 Academic misconduct subject to disciplinary action.**

(1) Academic misconduct is an act in which a student:

(a) Seeks to claim credit for the work or efforts of another without authorization or citation;

(b) Uses unauthorized materials or fabricated data in any academic exercise;

(c) Forges or falsifies academic documents or records;

(d) Intentionally impedes or damages the academic work of others;

(e) Engages in conduct aimed at making false representation of a student's academic performance; or

(f) Assists other students in any of these acts.

(2) Examples of academic misconduct include, but are not limited to: cheating on an examination; collaborating with others in work to be presented, contrary to the stated rules of the course; submitting a paper or assignment as one's own work when a part or all of the paper or assignment is the work of another; submitting a paper or assignment that contains ideas or research of others without appropriately identifying the sources of those ideas; stealing examinations or course materials; submitting, if contrary to the rules of a course, work previously presented in another course; tampering with the laboratory experiment or computer program of another student; knowingly and intentionally assisting another student in any of the above, including assistance in an arrangement whereby any work, classroom performance, examination or other activity is submitted or performed by a person other than the student under whose name the work is submitted or performed.