

Medical University of South Carolina
College of Health Professions
Department of Rehabilitation Sciences
Division of Speech-Language Pathology

Clinical Rotation 1
Course Syllabus

Course Name: Clinical Rotation 1
Course Number: SLP-606-01
Contact Hours: 1 semester hours
Course Placement: Fall
Course Time: Bi-weekly and variable based on course schedules
Course Location: MUHA hospital
Course Dates: Refer to current year academic calendar
Course Faculty: Lori-Ann Ferraro, M.A., CCC-SLP
Office Hours: By appointment
Phone: 843-792-6946
Emails: ferrarlo@musc.edu

COURSE TEXT & RESOURCES:

1. Hegde, M. N. & Kuyumjian, K. (2020). *Clinical methods and practicum in speech-language pathology* (6th ed.). Plural Publishing.
2. Additional readings, videos, and websites as listed on D2L.

DESCRIPTION:

In SLP-606-01: Clinical Rotation 1, the students will learn the roles and responsibilities of the Speech-Language Pathologist in a medical setting with adult patients. The acquisition of basic knowledge of professional roles in a clinical setting, rules and regulations required for patient/client safety (including HIPPA regulations, infectious disease control), and documentation standards will be a focus of this first clinical rotation. Under the supervision of their clinical educator, students will learn basic skills of therapist-patient interaction, standards of diagnostic and intervention skills, appropriate therapy session planning, and appropriate long-term and short-term patient-centered goals focused on patients with adult language, adult swallowing, and cognitive communication disorders. In this course, students will also begin to hone their professional practice competencies. At the completion of this course, all students will demonstrate the following skills with clinical educator guidance: appropriate professional interaction with patient, the ability to complete diagnostic assessment tasks, the ability

to complete therapeutic intervention tasks, and the ability to document patient's/client's history, diagnosis, and treatment progress. 1 s.h.

PREREQUISITES:

None.

COURSE OBJECTIVES:

At the end of this course, students will be able to:

1. Complete clinical hours under the supervision of a Speech-Language Pathologist clinical educator with ASHA Certification with 9 months of full-time clinical experience and minimum of 2 hours of professional development in clinical instruction/supervision. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-E)
2. Complete observational clinical hours under the guidance of the Speech-Language Pathologist clinical educator including direct observations, video recordings, written records of speech, language, voice, cognitive, or swallowing evaluations or treatment sessions, with discussion or guided observations between clinical educator and student. These observations should include sessions in a variety of settings with differing disorders and patient populations. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-E)
3. Conduct screening and prevention activities or education under the supervision of the Speech-Language Pathologist clinical educator. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-B)
4. Conduct evaluation of speech, language, voice, cognitive, or swallowing function under the supervision of the Speech-Language Pathologist clinical educator including the collection and integration of case histories, selection and administration of appropriate evaluation procedures, observations, standardized and non-standardized tests, and instrumental procedures. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-B)
5. Complete all oral and written documentation required in the clinical setting including evaluation report, documentation in client/patient record, and oral reports to caregiver/family and/or interdisciplinary team under the supervision of the Speech-Language Pathologist clinical educator. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-A, IV-B)
6. Identify the appropriate diagnosis based on accurately interpreting, integrating and synthesizing data from evaluation procedures and make appropriate recommendations for interventions or referrals under the supervision of the Speech-Language Pathologist clinical educator. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-B)
7. Develop an appropriate intervention plan with client/patient specific measurable and achievable goals while collaborating with caregiver/family and/or interdisciplinary team all under the supervision of the Speech-Language Pathologist clinical educator. (CAA 3.6B, 3.7B, 3.8B,, CFCC IV-B)

8. Conduct the intervention plan with appropriate materials and tasks while measuring the client/patient progress and modifying the intervention plan as needed under the supervision of the Speech-Language Pathologist clinical educator. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-B)
9. Throughout all evaluation, treatment sessions, communicate effectively with the client/patient/caregiver while adapting to each individual's specific circumstances including preferred mode of communication, cultural/linguistic background under the supervision of the Speech-Language Pathologist clinical educator. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-B)
10. Ensure all clients/patients receive referrals or information regarding an interprofessional collaborative practice from all health professionals involved in the clients/patients care with guidance from the Speech-Language Pathologist clinical educator. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-B)
11. Provide counselling and education regarding the clients/patients' evaluation and treatment to the client/patient, caregivers and family within HIPPA guidelines and under the supervision of the Speech-Language Pathologist clinical educator. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-B)
12. Conduct all interactions with client/patients, families, caregivers and interdisciplinary team adhering ASHA Code of Ethics and behaving professionally. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-B)
13. Complete evaluations and treatment intervention with a diverse population across life span and a variety of speech, language and swallowing disorders in different clinical settings. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-B)
14. Contribute to the completion of a minimum of 400 clock hours under the supervision of the Speech-Language Pathologist clinical educator and with a minimum of 375 direct client/patient contact. (CAA 3.6B, 3.7B, 3.8B, CFCC IV-B)

Council on Academic Accreditation (CAA)

Council For Clinical Certification in Audiology and Speech-Language Pathology (CFCC)

COURSE REQUIREMENTS AND EVALUATION:

Students are expected:

- To attend all clinic days, to participate in clinic, and to complete assignments as requested by the clinical educator;
- To participate in in-class break-out groups, panels, exercises as they are arranged;
- To complete reading assignments on schedule;
- To take responsibility for getting materials to complete class activities/requirements, in the event a class is missed;
- To make arrangements for rescheduling if an emergency or other exceptional circumstance arises;

<https://www.calipsoclient.com/musc>

Calipso will be used to house all of your clinical clock hours as well as all evaluations.

CALIPSO INSTRUCTIONS FOR SLP STUDENTS

Step 1: Register as a Student User on CALIPSO

- Before registering, have available the PIN provided in the CALIPSO registration e-mail.
- Go to your school's unique login URL provided in the CALIPSO registration email, or go to <https://www.calipsoclient.com/school-login>
- Schools are listed alphabetically; locate your school in the list, and click on the school name link.
- Click on the "Student" registration link located below the login button.
- Complete the requested information, being sure to enter your "school" e-mail address, and record your password in a secure location. Click "Register Account."

- Please note: **PIN numbers are valid for 40 days.** Contact your Clinical Coordinator for a new PIN if 40 days has lapsed since receiving the registration e-mail.

Step 2: Login to CALIPSO

- To login, go to your school's unique login URL listed in the header at the top of this page, or go to <https://www.calipsoclient.com/school-login>, locate your school, and login to CALIPSO using your school e-mail and **password that you created for yourself during the registration process (Step 1).**
- Upon logging in for the first time, you will be prompted to pay the student fee (if applicable) and to provide consent for the release of information to clinical practicum sites.

Step 3: Enter Contact Information

- Click on "Student Information"
- Click on "Contact Info" and then "Edit" for each corresponding address.
- Enter your local, permanent, and emergency contact info. Enter "rotation" contact info when on externships. Return to this link to update as necessary.
- Click "Home" located within the blue stripe to return to the home page.

Step 4: View and Update Immunization and Compliance

- Before each semester, click on "Student Information" and then "Compliance/Immunizations" to view a record of compliance and immunization records.
- Missing or expired records are highlighted in red.
- Upload an electronic file(s) of immunization, training or screening documents as required by your program by clicking on the "Files" link located within the blue stripe at the top of the page.
- Click the "Edit Compliance/Immunization data" link located just beneath the blue strip to enter the effective dates for the immunization, training or screening items as required by your program. Click in the box to the right of the item for which a date is to be entered, and select the effective date from the pop-up calendar. Click the "Save the changes below" button to save the entered dates.
- To create a "Health Record" document to save and/or print for clinical placements, click "Printable view (PDF)" located within the blue stripe.
- Click "Home" located within the blue stripe to return to the home page.

Step 5: View Clinical Assignments & Site Information Forms

- Within “Student Information,” click the [Clinical Assignments](#) link to view information pertaining to the current semester’s placement, including contact information for your Supervisor.
- Note the details of your assignment’s Semester, Clinical Course, Site and Clinical Setting; when entering clock hours (see *Step 7a*), be sure to record your clock hour entries to match the assignment.
- Additional information about the Site may be available under “Site Information Forms” Click the “Home” link to return to the Lobby page, then click **View > [Site Information Forms](#)**.
- To view available information, identify the desired site and click “View” located in the fifth column under submitted. [Please note: “In progress” forms are not accessible to students; only “submitted” forms are accessible to students.]

Step 6: View/Upload Documents and Clinical Placement Files

- The file management feature allows you to upload any type of file (e.g. Word, PDF, JPEG, audio/video) to share with your clinical supervisor or clinical administrator.
- From the Lobby, click on “Student Information” and then “Documents” to upload your own file and/or view a file uploaded by your supervisor or clinical administrator.
- **First, select a folder by clicking on the folder name or create a new folder or subfolder.** To create a new folder or subfolder, type in desired folder name in the "Add folder" field and press "create."
- **Upload a file** by pressing the “Browse” button, selecting a file, completing the requested fields, and clicking "upload." The upload fields will display if you have selected an unrestricted folder. **Set the file permission** by choosing “public” for supervisor and clinical administrator access or “private” for clinical administrator access only.
- **Move files** by dragging and dropping from one folder to another.
- **Rename folders** by clicking the "rename" link to the right of the folder name.
- **Delete files** by clicking the “delete” button next to the file name. **Delete folders** by deleting all files from the folder. Once all the files within the folder have been deleted, a “delete” link will appear to the right of the folder name.

Step 7a: Enter Daily Clock Hours

- Click on the “Clockhours” link located on the lobby page or the “Student Information” link then “Clockhours.”
- Click on the “Daily clockhours” link located within the blue stripe.
- Click on the “Add new daily clockhour” link.
- Complete the requested information and click “save.”

- Record clock hours and click “save” located at the bottom of the screen. You will receive a “Clockhour saved” message.

To add clock hours for a ***different*** supervisor, clinical setting, or semester:

- Repeat above steps to enter additional clock hours gained under a different supervisor, clinical setting, or semester.

To add additional clock hours to the ***same*** record:

- Click on the “Daily clockhours” link located within the blue stripe.
 - Select the record you wish to view (posted by supervisor, semester, course, and setting) from the drop-down menu and click “Show.”
 - Click the “Copy” button located next to the date of a previous entry.
 - Record the new clock hours (changing the date if necessary) and click “save” located at the bottom of the screen. You will receive a “Clockhour saved” message.
- To **view/edit** daily clock hours, click on the “Daily clockhours” link located within the blue stripe.
 - Select the record you wish to view (posted by supervisor, semester, course, and setting) from the drop-down menu and click “Show.”
 - Select the desired entry by clicking on the link displaying the entry date located along the top of the chart. Make desired changes and click save.
 - Please note: Supervisors are not notified and are not required to approve daily clock hour submissions.

Step 7b: Submit Clock Hours for Supervisor Approval

- Click on the “Daily clockhours” link located within the blue stripe.
- Select the record you wish to view (posted by supervisor, semester, and course) from the drop-down menu and click “Show.”
- Check the box (located beside the entry date) for all dates you wish to submit for approval then click “Submit selected clockhours for supervisor approval.” Clock hours logged for the dates selected will be consolidated into one record for supervisor approval. The designated supervisor will receive an automatically generated e-mail requesting approval of the clock hour record.
- Please note: Daily entries cannot be edited once approved. However, if you delete the entry from the “Clockhour list” link prior to approval, daily hours may be resubmitted.
- View consolidated clock hour entries by clicking “Clockhours list” located within the blue stripe.

Step 8: View Clinical Performance Evaluations

- Click on “Student Information” and then “Evaluations.”
- As clinical performance evaluations are completed on you by your supervisors, the evaluations will automatically post to this link.
- View a desired evaluation by clicking on the “current evaluation” link highlighted in blue.

Step 9: View Cumulative Evaluation

- Click on “Student Information” and then “Cumulative evaluation” to view a summary of your clinical competency across the 9 disorder areas.
- Upon graduation, you must demonstrate competency for all clinical competencies listed on the form.
- Please make note of any areas of deficiency which are highlighted in orange.

Step 10: View KASA

- Click on “Student Information” and then “KASA” to view your progress in meeting the academic and clinical requirements for graduation. KASA stands for Knowledge and Skills Acquisition, which is a “roadmap” of academic and clinical standards toward certification requirements.
- Upon graduation, all requirements should have been met, represented with a green check mark.

Step 11: View Performance Summary

- Click on “Student Information” and then “Performance summary” to view a summary of your clinical performance across all clinical courses to date.

Step 12: View My Checklist

- Click on “Student Information” and then “My Checklist” to view your progress in meeting the clinical requirements for graduation.
- Upon graduation, all requirements should have been met, represented with a green check mark.

Step 13: Complete Self-Evaluation

- At the completion of each clinical course or as directed by your Clinical Coordinator, complete a self-evaluation.
- From the lobby page, click on the “Self-evaluations” link.
- Click on “New self-evaluation.”
- Complete required fields designated with an asterisk and press “save.”
- Continue completing self-evaluation by scoring all applicable skills across the Big 9 using the provided scoring method and saving frequently to avoid loss of data.
- Once the evaluation is complete, check the “final submission” box and click “save.”
- Receive message stating “evaluation recorded.”
- Please note: you may edit and save the evaluation as often as you wish until the final submission box is checked. Once the final submission box is checked and the evaluation saved, the status will change from “in progress” to “final”.
- To view the evaluation, click “Evaluations list” located within the blue stripe.

Step 14: Complete Supervisor Feedback Form

- At the completion of each clinical course or as directed by your Clinical Coordinator, complete feedback for each clinical supervisor.
- From the lobby page, click “Supervisor feedback forms.”
- Click “New supervisor feedback.”
- Complete form and click “Submit feedback.”
- Your completed feedback form will be posted for Clinical Coordinator approval. Once approved, feedback will be posted for the clinical supervisor to view. Until approved, the feedback may be edited by clicking on “View/edit.”

Step 15: Complete Evaluation of Off Campus Placement

- At the completion of each clinical course or as directed by your Clinical Coordinator, complete feedback for each off-campus placement.
 - From the lobby page, click “Student Evaluation of Off Campus Placement.”
 - Click “New off campus placement evaluation.”
- Complete form and click “Save.”

COURSE GRADING:

This course will be evaluated on a High Pass/Pass/No Pass basis. Evaluation will include clinic participation and assessment of student knowledge and skills through knowledge assessments, and clinical skills check-offs. Students will receive a knowledge and skills check-off document at the beginning of the course that will detail the specific competencies (knowledge and skills) that are required to be evidenced by the completion of the course and the methods by which students can demonstrate the competencies.

The following graduated grading scale, which corresponds to the Entrustable Professional Activities rating scale mentioned above, will be used to determine if a student meets the minimum competency required at each semester. By the end of each semester, the student must achieve a numerical score in the pass or high pass range **for all mandatory clinical skills** for that rotation. An average score of 3.00 is needed at the end of the program to demonstrate overall competency in the clinical program (an average of all scores for every semester). *Note: Some advanced clinical activities will not be included in the mastery assessment (i.e., those related to specialty rotations (NICU, HNC, etc.). At the beginning of each semester, students will be provided with a specific check-off list of clinical skills that will included in the course grade.

Information in this table can be read as: in the Fall Year 1 Clinical Rotation, if a student receives a score of 1.00 on any mandatory clinical skill for that rotation, they will receive a grade of No Pass for the rotation. If a student receives an average score of 2.25 on all mandatory clinical skills for that rotation, they will receive a grade of Pass. If a student receives an average score of 3 or above on all mandatory clinical skills for that rotation, with no individual scores being less than a 2.00, the student will receive a grade of High Pass.

Semester	No Pass	Pass	High Pass
Fall Year 1 Clinical Rotation	1.00-2.24	2.25-2.99	3.00-5.00
Spring Year 1 Clinical Rotation	1.00-2.74	2.75-3.24	3.25-5.00
Summer Year 1 Clinical Rotation	1.00-2.74	2.75-3.24	3.25-5.00
Fall Year 2 Clinical Rotation	1.00-2.99	3.00-3.49	3.50-5.00
Spring Year 2 Clinical Rotation	1.00-2.99	3.50-3.99	4.00-5.00
Externship	1.00-3.74	3.75-4.24	4.25-5.00

INTERVENTION:

Student's acquisition of knowledge and skills will be reviewed by the course instructor at the mid-semester point and at the end of each semester. This will be accomplished through review of assessments, completion of course assignments, and outcomes from active learning exercises devoted to specific learning objectives. Should a deficit be identified, an intervention plan will be developed and agreed upon by the academic advisor, student, and course instructor. This intervention plan will be documented and have defined objectives and timelines, including documentation of the successful completion of the plan or other outcome. The intervention plan will be signed and dated and placed in the student's file with a copy provided to the student. Refer to the SLP Student Handbook for further information on interventions.

COMPLIANCE:

All compliance information will be managed through the Clinical Education Team at MUSC. Ms. Edie Hering is the contact person for speech-language pathology. If you need information regarding compliance please email, chp-clined-info-rs@musc.edu.

COURSE ENGAGEMENT:

To be successful in this course, you must be engaged before, during, and after class.

Before class, engagement will include chart review, possible reading material, and preparing for clinic activity.

During clinic, you will engage in activities that will require your application of the knowledge gained in your classes. During clinic, there will also be opportunity to have questions answered and for the course instructor to clarify and/or emphasize important points.

After clinic, you may need to complete the notes from that day, will want to reflect on the key points you learned and the questions you have remaining or skills that you want to continue to work on, and make a record of the knowledge and skill(s) gained so that you can use it as a resource later in the program and when you are working as an SLP.

FALL 2021
CALENDAR FOR CLINICAL ROTATION 1

Day	Group	Dates
Variable secondary to course schedule	A	Variable
Variable secondary to course schedule	B	Variable

ESSENTIAL COURSE INFORMATION SYLLABUS ADDENDUM—FALL 2021

COLLABORATION WITH FACULTY

- ❑ We want “our” learning/teaching experiences to be collaborative, enriched, and successful.
- ❑ Your feedback to faculty *during the semester* is especially useful to solving problems, and resolving miscommunications, so please make the effort to communicate with your Faculty Advisor as soon as your issues and concerns arise.

CENTER FOR ACADEMIC EXCELLENCE (CAE)

- ❑ CAE is free of charge and provides opportunities to improve your learning strategies.
- ❑ The CAE is available to assist you with time management, study skills, test-taking, writing, and tutoring.
- ❑ Using the CAE has no effect on your course grades.

COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)

- ❑ CAPS is free of charge to all MUSC students and provides opportunities for personal growth.
- ❑ For example, if you are troubled, worried, losing sleep, having trouble concentrating in class, getting low grades, depressed, having interpersonal difficulties at home or at school, misusing alcohol or other substances, please consult CAPS.
- ❑ Your accessing CAPS services does not affect your course grades.

ACADEMIC HONESTY

- ❑ Academic misconduct guidelines and the Honor Code are firmly upheld.
- ❑ Students are referred to [the Honor Code](#) on the MUSC Bulletin website.
- ❑ Plagiarism—involves using the ideas or words of others without attribution—merely changing a word or two in someone else’s sentence *is paraphrase plagiarism*; lifting a phrase of four words or more without using quotations and a citation is *verbatim plagiarism*. When using terms, phrases, or ideas of other writers, you are required to use quotation marks and full citations (author, year, and page number).
- ❑ A finding of academic dishonesty by the Honor Council can be grounds for probation or dismissal from the University.

HEALTH RECORDS

- ❑ If your health immunizations and other health records (e.g., CPR certification, etc.) are **not up-to-date**, a **hold** will be placed on your course registration.
- ❑ You will *not* be allowed to attend classes or other academic/clinical activities *if you are not registered*.

TUITION

- ❑ If your tuition is *not paid*, a *hold* will be placed on your registration.
- ❑ You will *not* be allowed to attend classes or other academic/clinical activities *if you are not registered*.

CLASS POLICIES

- ❑ Class attendance and participation are expected of graduate students in the health professions. Your grade may be penalized for lack of attendance, lack of participation, late arrival to class, late submission of assignments, or other unprofessional behavior, at the discretion of the course faculty.
- ❑ Please notify respective course faculty, at least two hours prior to class, either by email or voice mail if you are ever unable to attend a class session or cannot complete an assignment on time because of illness or another emergency. If you are absent, you may be asked to provide appropriate documentation for your absence (e.g. doctor's note, funeral notice).
- ❑ Cell phones are *not permitted* during class times.

ACCOMMODATIONS

- ❑ Students requesting special accommodations for any type of learning experiences and/or testing must have the appropriate documentation. [The request for accommodations](#) is made through the MUSC ADA compliance officer.
- ❑ Clinical facilities may not be able to provide the same accommodations. Students need to be proactive with the DCE and clinical facility to address the necessary accommodation.

EMAIL ETIQUETTE

Email etiquette goes a long way to 1) get the attention of your reader, 2) convey professional courtesy, and 3) set the tone for future conversations.

- ❑ Greet the person, and sign off with your name;
- ❑ Be polite and constructive;
- ❑ Don't "vent" or argue in an email message.

CoursEval STATEMENT

- ❑ It is a requirement of the Medical University and the College of Health Professions that each student completes an on-line evaluation of this course.
- ❑ An e-mail will be sent to your MUSC e-mail account prior to the end of the course providing you with a link to the on-line course evaluation. The evaluation is short and should only take a few minutes of your time.
- ❑ We expect your participation as a mechanism to ensure that we continue to improve the educational quality of every course and program in the College of Health Professions.
- ❑ We appreciate your efforts to keep all comments constructive and professional.
- ❑ ***Please be assured that all student input is completely confidential.*** There is no mechanism to track comments or scores back to a particular student. Faculty and program directors will only receive a summary of the scores and a summary of the typed comments.

CONTACT US

- ❑ Your Course Instructor or Faculty Advisor. *This is your first step.*
- ❑ **Mrs. Becca Barry**, Student Services Program Coordinator, 843-792-5323 or barryr@musc.edu – Mrs. Barry is our program registrar; she maintains your official grade records, registers you for courses, etc.
- ❑ **Dr. Heather Bonilha**, Program Director, Speech-Language Pathology, Department of Rehabilitation Sciences, 843-792-2527 or bonilhah@musc.edu