

**WEST VIRGINIA
SECRETARY OF STATE
KEN HECHLER
ADMINISTRATIVE LAW DIVISION**

Form #3 ■

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FILED

2001 JUL 30 P 4: 11

OFFICE WEST VIRGINIA
SECRETARY OF STATE

**NOTICE OF AGENCY APPROVAL OF A PROPOSED RULE
AND
FILING WITH THE LEGISLATIVE RULE-MAKING REVIEW COMMITTEE**

AGENCY: WV BD. of Exam. for Speech-Language Pathology & Audiology TITLE NUMBER: Title 29

CITE AUTHORITY: WV Code 30-32-10

AMENDMENT TO AN EXISTING RULE: YES NO

IF YES, SERIES NUMBER OF RULE BEING AMENDED: Series 1

TITLE OF RULE BEING AMENDED: Title 29, Series 1, Appendix One

IF NO, SERIES NUMBER OF RULE BEING PROPOSED: _____

TITLE OF RULE BEING PROPOSED: _____

THE ABOVE PROPOSED LEGISLATIVE RULE HAVING GONE TO A PUBLIC HEARING OR A PUBLIC COMMENT PERIOD IS HEREBY APPROVED BY THE PROMULGATING AGENCY FOR FILING WITH THE SECRETARY OF STATE AND THE LEGISLATIVE RULE-MAKING REVIEW COMMITTEE FOR THEIR REVIEW.

Vicki Mathers

Authorized Signature

QUESTIONNAIRE

(Please include a copy of this form with each filing of your rule: Notice of Public Hearing or Comment Period; Proposed Rule, and if needed, Emergency and Modified Rule.)

DATE: July 27, 2001

TO: LEGISLATIVE RULE-MAKING REVIEW COMMITTEE

FROM: (Agency Name, Address & Phone No.) WV Board of Examiners for Speech-Language Pathology and Audiology
HC 78, Box 9-A
Troy, WV 26443-9707
PH: 304-462-5460

LEGISLATIVE RULE TITLE: Title 29-1 -Licensure of Speech-Language Pathology and Audiology

1. Authorizing statute(s) citation WV Code 30-32-10

2. a. Date filed in State Register with Notice of Hearing or Public Comment Period:
June 19, 2001

b. What other notice, including advertising, did you give of the hearing?
A letter was sent to each licensee with the fee schedule changes proposed.

c. Date of Public Hearing(s) *or* Public Comment Period ended:
July 25, 2001

d. Attach list of persons who appeared at hearing, comments received, amendments, reasons for amendments.

Attached X No comments received

- e. Date you filed in State Register the agency approved proposed Legislative Rule following public hearing: (be exact)

July 30, 2001

- f. **Name, title, address and phone/fax/e-mail numbers** of agency person(s) to receive all *written correspondence* regarding this rule: (Please type)

Vicki Mathess, Administrative Services Manager

HC 78, Box 9A

Troy, West Virginia 26443

Phone: 304-462-5460

Fax: 304-462-5482

email: wvbeslpa@mail.wvnet.edu

- g. **IF DIFFERENT FROM ITEM 'f'**, please give **Name, title, address and phone number(s)** of agency person(s) who wrote and/or has responsibility for the contents of this rule: (Please type)

N/A

3. If the statute under which you promulgated the submitted rules requires certain findings and determinations to be made as a condition precedent to their promulgation:

- a. Give the date upon which you filed in the State Register a notice of the time and place of a hearing for the taking of evidence and a general description of the issues to be decided.

N/A

b. Date of hearing or comment period:

N/A

c. On what date did you file in the State Register the findings and determinations required together with the reasons therefor?

N/A

d. Attach findings and determinations and reasons:

Attached

West Virginia Board of Examiners for Speech-Language Pathology and Audiology

Board Members

Michael J. Zagarella, M.A., CCC-A, Chairman

Gary Vandevander, M.S., CCC-A

Cinda Shaver, M.S., CCC-SLP, Secretary

Vickie Pullins, M.A., CCC-SLP

Thelma Gibson, Lay Member

Vicki Mathess, Administrative Services Manager

July 25, 2001

Claire Hagan, M.S., CCC/SLP

Route 2, Box 29A

Dallas, WV 26036

Dear Claire,

Thank you for your comment on the licensing fees amendment. Your comment will be forwarded to the Legislative Rule Making Review Committee for review.

The Board is in complete agreement with your suggestion, unfortunately, we need to get the State Department of Education to agree with us. If all speech language pathologist were required to be certified and licensed we would not have to raise the fees. More importantly, we feel that certified speech language pathologist, by working at a master's degree level, are required to maintain higher standards by working under a code of ethics set at a state and national level. Certified SLP's are also required to maintain continuing education hours that are not required by non-licensed SLP's.

You mentioned having a license in Pennsylvania and Ohio. I have a national directory showing state rules and regulations and Pennsylvania does not require any C.E.U.'s, although Ohio requires 20 hours and Ohio's licensing fee is \$150.00 which is what it will be if it passes. Also, both states do not require a license if you are working in the schools.

We do hope you will decide to continue with your license even though you are going back to the school system. Thank you for your support.

Sincerely,



Vicki Mathess

Administrative Services Manager

W.V.B.E.S.L.P.A.

HC 78 Box 9-A, Troy, WV 26443-9707

Email: wvbeslpa@mail.wvnet.edu

Web Site: www.state.wv.us/wvbeslpa

In-State toll-free 1-877-462-5460

Ph: 304-462-5460

Fax: 304-462-5482

July 20, 2001

Dear WV Board of Examiners for S/L/P-A:

As per my phone conversation of 7-17-01 I would like to express my concern regarding the increase of yearly dues for licensing fees for the state of WV. I truly realize the need for this increase as outlined in your letter dated 6-18-01. However, I feel that increased and continued support should be focused on receiving funds from the state to provide the \$1,000 salary supplement for ASHA certified SLP's in the schools. This could easily be provided for with the increased monies coming from the IDEA funds being funneled from the state to the local districts, not to mention the monies generated by our Medicaid fund. For too long these monies have been put into the "general pot" and spent on items not related to the needs of special education students.

Presently, I do not need my WV license to work at my job in the schools. My previous jobs in hospitals and rehabilitation centers did require it and I currently hold licenses in Ohio and Pennsylvania because I believe in the idea of having a state board to ensure quality professionals who continue obtaining current education to provide services that are appropriate and that will significantly

benefit the students/clients they are serving. Since I no longer need this license for my job and since I am making less money at this job than I did at previous ones I will seriously question the need for this license when renewal occurs.

Again, I encourage you to renew and redouble your efforts to obtain the \$1,000 supplement for school SLPs with the ASHA certification. This will not only benefit the ones currently holding this certification, but also will encourage others to obtain their certification and increase the level of professionalism in the schools.

Thank you for considering my suggestions and good luck with your work on the board.

Sincerely,

A handwritten signature in cursive script that reads "Claire Hagan, M.S., CCC/SLP". The signature is written in black ink and is positioned above the typed name.

Claire Hagan, M.S., CCC/SLP

**West Virginia Board of Examiners for
Speech-Language Pathology and Audiology**

Board Members

Michael J. Zagarella, M.A., CCC-A, Chairman
Gary Vandevander, M.S., CCC-A
Cinda Shaver, M.S., CCC-SLP, Secretary
Vickie Pullins, M.A., CCC-SLP
Thelma Gibson, Lay Member

Vicki Mathess, Administrative Services Manager

June 18, 2001

ATTENTION: Legal Advertising

Please publish the following ad for one (1) day in your newspaper immediately upon receipt of this fax. **The bill for this ad must be received in our office no later that July 10, 2001 in order to be processed for our fiscal year 2001 ending June 30.** Please send the statement to the WV Board of Examiners for Speech-Audiology to the address below.

If you have any questions, please contact me. Thank you very much.

PLEASE PRINT THE FOLLOWING AD:

Title 29, Series I, Appendix One, "Rules Governing the Licensure of Speech-Language Pathology and Audiology is being presented for amendment in the 2002 Legislature. The amended rule has been filed with the Secretary of State's Office. Copies may be obtained by contact: Administrative Law Division of the Secretary of State's Office. Send written comments to:

**WV Bd. Of Examiners for Speech/Audiology
HC 78, Box 9A
Troy, WV 26443**

Comments must be received by 12:00 o'clock noon on July 25, 2001.

Sincerely,



Vicki Mathess
Administrative Services Manager
W.V.B.E.S.L.P.A.

HC 78 Box 9-A, Troy, WV 26443-9707

Email: wvbespa@mail.wvnet.edu

Web Site: www.state.wv.us/wvbespa

In-State toll-free 1-877-462-5460

Ph: 304-462-5460

Fax: 304-462-5482

□
APPENDIX B

FISCAL NOTE FOR PROPOSED RULES

Rule Title: TITLE 29

Type of Rule: Legislative Interpretive Procedural

Agency: West Virginia Board of Examiners for Speech-Language Pathology and Audiology

Address: HC 78, Box 9A

Troy, West Virginia 26443-9707

1. Effect of Proposed rule:

	ANNUAL FISCAL YEAR				
	INCREASE	DECREASE	CURRENT	NEXT	THEREAFTER
ESTIMATED TOTAL COST					
PERSONAL SERVICES					
CURRENT EXPENSE					
REPAIRS & ALTERATIONS					
EQUIPMENT					
OTHER	\$44,075.00	None	\$45,325.00	\$40,000.00	\$40,000.00

2. Explanation of Above Estimates:

This amended rule to Series 1 will increase the fees for licensing by approximately double the present fees. We based the figures on the total presently licensed (591). However, it is the opinion of the Board that this figure will drop whenever licensing fees raise due to the lack of renewals in speech pathologist in the school system.

3. Objectives of These Rules:

The administrative cost have doubled in the past two (2) years due to the hiring of full time staff, benefits, and office expenses. The raise in fees will be needed for the next licensing period 2003-2004 in order for the Board to exist.

Rule Title: Title 29

4. Explanation of Overall Economic Impact of Proposed Rule:

A. Economic Impact on State Government:
None

B. Economic Impact on Political Subdivisions; Specific Industries; Specific Groups of Citizens: None

C. Economic Impact on Citizens/Public at Large.
The impact would be only on the people licensed in Speech-Language Pathology and Audiology.

Date: June 22, 2001

Signature of Agency Head or Authorized Representative:

Wicki Mathews

**Summary of amended Rule, 29-1, Rules Governing the Licensure of
Speech-Language Pathology and Audiology**

The Board is amending Appendix One – Fees in order to increase revenue sufficient for the increase in growing expenses of operation.

Circumstances for amending Rule 29.1. Rules Governing the Licensure of Speech-Language Pathology and Audiology.

The Board's operating expenses in the past four years have doubled due to full time staffing, employee benefits, improving communications by publishing newsletters and increased correspondence that has increased the postal rates, establishing an 800 line, attendance of training sessions and increased board meetings to improve the image and efficiency of the Board.

These improvements have challenged our revenue for the coming years without an increase in fees. According to the 2002 Expenditure Schedule the Board will not have the revenue to operate after the year 2002 unless sufficient revenue is met.

TITLE 29
LEGISLATIVE RULES
WEST VIRGINIA BOARD OF EXAMINERS FOR SPEECH-LANGUAGE
PATHOLOGY AND AUDIOLOGY

FILED

2001 JUL 30 P 4: 11

SERIES 1
LICENSURE OF SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY

OFFICE WEST VIRGINIA
SECRETARY OF STATE

29-1-1. General.

- 1.1. Scope -- This legislative rule established the qualifications necessary to obtain licensure as a speech-language pathologist or audiologist in the State of West Virginia. It also established the prerequisites for waiving requirements, provisional licensure, professional licensure renewal, reinstatement of expired licenses, and standards of conduct.
- 1.2. Authority. W.Va. Code 30-32-10
- 1.3. Filing Date. --
- 1.4. Effective Date. --

29-1-2. Definitions.

- 2.1 "ASHA" means the American Speech-Language-Hearing Association.
- 2.2 "The practice of audiology" means:
 - 2.2.a. facilitating the conservation of auditory system function and developing and implementing environmental and occupational hearing conservation programs;
 - 2.2.b. screening, identifying, assessing, interpreting, preventing and rehabilitating peripheral and central auditory system dysfunctions;
 - 2.2.c. providing and interpreting behavioral and (electro) physiological measurements of auditory functions;
 - 2.2.d. providing vestibular assessment and balance system rehabilitation;
 - 2.2.e. providing neurophysiologic intraoperative monitoring;
 - 2.2.f. selecting, fitting and dispensing of amplification, assistive listening and alerting devices and providing training in their use;
 - 2.2.g. establish candidacy, fitting and providing training in the use of implantable devices;

- 2.2.h. providing aural rehabilitation and related counseling services to hearing impaired individuals and their families; and
- 2.2.i. screening speech-language and other factors affecting communication function for the purposes of an audiological evaluation and/or initial identification of individuals with other communication disorders.
- 2.3. The “practice of speech-language pathology” means:
 - 2.3.a. screening, identifying, assessing, interpreting, diagnosing, preventing, and rehabilitating disorders of speech (e.g., articulation, fluency, and language);
 - 2.3.b. screening, identifying, assessing, interpreting, evaluating and rehabilitating disorders of oral-pharyngeal function (e.g., dysphasia);
 - 2.3.c. screening, identifying, assessing, interpreting, diagnosing and rehabilitating cognitive/communication disorders;
 - 2.3.d. assessing, selecting and developing augmentative and alternative communication systems and providing training in their use;
 - 2.3.e. providing aural rehabilitation and related counseling services to hearing impaired individuals and their families;
 - 2.3.f. enhancing speech-language proficiency and communication effectiveness (e.g., accent reduction); and
 - 2.3.g. screening of hearing and other factors affecting communication functions for the purposes of speech-language evaluation and/or initial identification of individuals with other communication disorders.

29-1-3. Qualifications.

- 3.1. To be eligible for licensure by the Board as a speech-language pathologist or audiologists, the applicant shall:
 - 3.1.a. Make application to the Board on the license application form approved by the Board;
 - 3.1.b. Pay to the Board the appropriate application fee as required under appendix one of this rule;
 - 3.1.c. Possess at least a master’s degree or equivalent in speech-language pathology or audiology that consists of coursework approved by the American Speech-Language-Hearing Association as described in appendix six of this rule;

3.1.d. Complete supervised clinical practicum experience requirements as defined in appendix two of this rule;

3.1.e. Complete a post-graduate professional experience as described in appendix three of this rule;

3.1.g. Authenticate post-graduate professional experience requirements by submitting verification of the certificate of clinical competence issued by ASHA. Applicants not seeking the certificate of clinical competence shall submit a completed clinical fellowship year report on a form prescribed by the Board and related documentation as described in appendix three of this rule; and

3.1.h. Pass the national examination in speech-language pathology or audiology which is approved by the American Speech-Language Hearing Association.

29-1-4. Provisional License.

4.1. The Board shall issue the provisional license for a period of one year.

4.2. The provisional license is renewable for one additional year upon proof of the completion of a minimum of 10 hours of continuing education in the previous one year licensing period, the completion of the provisional license renewal application form, and the payment of the provisional license renewal fee as prescribed in appendix one of this rule.

29-1-5. Renewal.

5.1. Licenses expire on January 1 in each odd numbered year.

5.2. Every individual licensed under West Virginia 30-32-12 of the West Virginia Code, requesting renewal of a license shall:

5.2.a. Pay to the Board the professional license renewal fees listed in appendix one;

5.2.b. Submit an application for renewal on the professional license renewal form prescribed by the Board;

5.2.c. Complete a minimum of twenty hours of continuing education activities during the two-year licensing period for each license held. Content of the activities shall be directly related to the professional growth and development of speech language pathologists and audiologists as defined in appendix four of this rule.

29-1-6. Reinstatement of Expired Licenses.

- 6.1. The Board shall reinstate the license of a licensee who fails to renew his or her license by the end of the thirty (30) day grace period if the licensee:
- 6.1.a. Submits a written request for reinstatement of their professional license to the Board within five years after the expiration date of their license;
 - 6.1.b. Completes ten hours of approved continuing education per year up to but not exceeding five years; and
 - 6.1.c. Pays to the Board a reinstatement fee equal to the renewal fee in effect on the last regular renewal date immediately preceding the date of reinstatement, and the professional license reinstatement fee required in appendix one of this rule.

29-1-7. Standards of Conduct.

- 7.1. Licensees shall comply with the West Virginia Board of Examiners for Speech-Language Pathology and Audiology Code of Ethics set forth in appendix five of this rule. Failure to grounds for disciplinary action as described in West Virginia Code 30-32-17.

APPENDIX ONE

29-1-8. Fees.

8.1. Initial application — provisional or professional (non-refundable)	\$50.00
8.2. Licensure in speech language pathology (two years)	\$100.00
8.3. Licensure in audiology (two years)	\$100.00
8.4. Licensure in speech Language pathology and audiology (two year)	\$150.00
8.5. Renewal in speech language pathology (two years)	\$75.00
8.6. Renewal in audiology (two years)	\$75.00
8.7. Renewal for speech language pathology and audiology (two years)	\$100.00
8.8. Renewal late fee	\$25.00
8.9. Reinstatement fee	\$50.00
8.10. Provisional license in speech language pathology (one year)	\$50.00
8.11. Provisional license in audiology (one year)	\$50.00
8.12. Professional license fee for applications received during the first quarter of the of the two year licensure period	\$100.00
8.13. Professional license fee for applications received during the Second quarter of the two year licensure period	\$75.00
8.14. Professional license fee for applications received during the Third quarter of the two year licensure period	\$50.00
8.15. Professional license fee for applications received during the Fourth quarter of the two year licensure period	\$25.00

**APPENDIX ONE
FEES**

INITIAL FEES:

1. <u>Initial Application for Provisional and Professional (non-refundable)</u>	<u>\$100.00</u>
2. <u>Initial license in Speech-Language Pathology (two years)</u>	<u>\$150.00</u>
3. <u>Initial license in Audiology (two years)</u>	<u>\$150.00</u>
4. <u>Initial Dual license in Speech-Language Pathology and Audiology</u>	<u>\$225.00</u>

NOTE: Initial applications received the first twelve (12) months of the two-year licensure period will pay one hundred fifty (\$150.00) dollars licensing fee. Applications received from the thirteenth (13) through the twenty-fourth (24) month will pay seventy-five (\$75.00) licensing fee.

RENEWAL FEES:

1. <u>Renewal in Speech-Language Pathology (two years)</u>	<u>\$150.00</u>
2. <u>Renewal in Audiology (two years)</u>	<u>\$150.00</u>
3. <u>Renewal in Speech-Language Pathology and Audiology (two years)</u>	<u>\$225.00</u>
4. <u>Renewal Late Fee</u>	<u>\$ 75.00</u>
5. <u>Reinstatement Fee</u>	<u>\$100.00</u>
6. <u>Provisional license in Speech-Language Pathology (one year)</u>	<u>\$ 50.00</u>
7. <u>Provisional license in Audiology (one year)</u>	<u>\$ 50.00</u>

APPENDIX TWO

29.1.9. Academic Clinical Practicum Requirements

9.1. This appendix defines the academic clinical practicum requirements for licensure in speech-language pathology or audiology for all applicants. 350 clock hours are required in the following manner:

9.1.a. At least 250 of these hours shall be in the area for which licensure is requested. At least 50 hours shall be in each of three different types of clinical settings (i.e.: medical offices, rehabilitation clinics, hospitals, etc.).

9.2. For licensure in speech-language pathology the applicant shall obtain at least 20 hours in each of the following eight categories:

- 9.2.a. Evaluation of speech disorders in children;
- 9.2.b. Evaluation of speech disorders in adults;
- 9.2.c. Evaluation of language disorders in children;
- 9.2.d. Evaluation of language disorders in adults;
- 9.2.e. Treatment of speech disorders in children;
- 9.2.f. Treatment of speech disorders in adults;
- 9.2.g. Treatment of language disorders in children; and
- 9.2.h. Treatment of language disorders in adults.

9.3. Up to 20 clock hours in the major professional area may be in related disorders and at least 35 of the 350 hours shall be in audiology divided into the following two categories:

- 9.3.a. At least 15 of these hours shall involve the evaluation or screening of hearing; and
- 9.3.b. At least 15 of these hours shall involve the habilitation/rehabilitation of individuals who have hearing impairment.

9.4. For licensure in audiology the applicant shall obtain at least 40 hours in the following two categories:

- 9.4.a. Evaluation of hearing in children; and
- 9.4.b. Evaluation of hearing in adults.

9.5. At least 80 hours shall be obtained in the following two categories:

- 9.5.a. Selection and use of amplification and assistive listening devices for children; and

- 9.5.b. Selection and use of amplification and assistive listening devices for adults.
- 9.5.c. At least 10 additional hours shall be completed in any of categories 9.4.a.; 9.4.b.; 9.5.a. through 9.5.c.
- 9.6. At least 20 of the 250 hours shall be obtained in the treatment of hearing disorders in children and adults. Up to 20 hours in the major area may be in related disorders and at least 35 of the 350 clock hours shall be in speech-language pathology divided into the following two categories:
 - 9.6.a. At least 15 of those hours shall involve the evaluation or screening of individuals for speech and language disorders unrelated to hearing; and
 - 9.6.b. At least 15 of those hours shall involve the treatment of speech and language disorders unrelated to hearing impairment.

APPENDIX THREE

29-1-10 Postgraduate Professional Experience.

- 10.1. The post-graduate professional experience may be obtained in any one of a number of diverse employment settings. The determination of whether a given setting is appropriate for the clinical fellow is made by applying first the criterion of whether the particular program is designed to evaluate, habilitate, or rehabilitate the communicative functioning of speech, language, and hearing handicapped persons. Second, the program must afford the possibility that the clinical fellowship year supervisory requirements can be met.
- 10.2. The type and amount of experience which is acceptable during the clinical fellowship year is defined as no less than nine months of full time professional employment (a minimum of 30 hours per week).
- 10.3. The requirement can also be met by less than full-time employment as follows:
 - 10.3.a. Work 15-19 hours per week over 18 months;
 - 10.3.b. Work 20-24 hours per week over 15 months; or
 - 10.3.c. Work of 25-29 hours per week over 12 months.
- 10.4. In the event that part-time employment is used to fulfill a part of the clinical fellowship year, 100% of the minimum hours of the part-time work per week requirement shall be spent in direct professional experience as defined in section 10.3, subsections a, b, and c..
Professional employment of less than 15 hours per week does not fulfill any part of this requirement. If the clinical fellowship year is not initiated within two years of the date the academic and practicum education is completed, the clinical fellow shall meet the academic and practicum requirements current when the clinical fellowship year begins. The clinical fellowship year shall be completed within a maximum of 36 months.
- 10.5. It is the interpretation of the West Virginia Board of Examiners for Speech-Language Pathology and Audiology that at least 80% of the clinical fellowship year work week shall be in direct client contact (assessment, diagnosis, evaluation, screening, habilitation, or rehabilitation) and activities related to client management.
- 10.6. Only individuals holding current West Virginia licensure in speech-language pathology or audiology are eligible to supervise applicants during the postgraduate professional experience. Applicants may obtain names of qualified individuals from the Board.

- 10.7. Supervision of the clinical fellow shall include direct observation of diagnostic and therapeutic procedures. Other supervisory activities include:
 - 10.7.1. Confering with the clinical fellow concerning clinical treatment strategies;
 - 10.7.2. Monitoring changes in patients' communication behaviors;
 - 10.7.3. Evaluating the clinical fellow's clinical records, including
 - 10.7.3.a. Diagnostic reports;
 - 10.7.3.b. Treatment records;
 - 10.7.3.c. Correspondence;
 - 10.7.3.d. Plans of treatment; and
 - 10.7.3.e. Summaries of clinical conferences;
 - 10.7.4. Monitoring the clinical fellow's participation in case conferences;
 - 10.7.5. Monitoring the clinical fellow's work by professional colleagues' evaluation of the clinical fellow;
 - 10.7.6. Monitoring the clinical fellow's work by patients and their parent's Evaluation of the clinical fellow; and
 - 10.7.7. Monitoring the clinical fellow's contributions to professional meetings and publications, as well as participation in other professional growth opportunities.
- 10.8. The supervisor may conduct items 10.7.3 through 10.7.7 by correspondence. Clinical fellowship year supervision shall entail the personal and direct involvement of the supervisor in any and all ways that will permit the clinical fellowship year supervisor to monitor, improve and evaluate the clinical fellow's performance in the professional employment. The clinical fellowship year supervisor shall base the total evaluation on no less than 36 direct supervisory activities and/or observations during the clinical fellowship year. The supervisor shall include 18 on-site observations of the clinical fellow in the following manner:
 - 10.8.1. 1 hour = one on-site observation (up to 6 hours may be accrued in one day); and
 - 10.8.2. at least 6 on-site observations shall be accrued during each third of the experience.
 - 10.8.3. The clinical fellowship year supervisor shall complete 18 other monitoring activities (at least one per month).
- 10.9. Since one purpose of the clinical fellowship year is to improve the clinical effectiveness of the clinical fellow, supervisors shall share and discuss their evaluations with the clinical fellow throughout the clinical fellowship year. The Board recommends that written

evaluations be used during these discussions. Where multiple supervisors are utilized, it is the responsibility of the clinical fellow to collate the evaluations and clinical fellowship year reports from all supervisors and be responsible for certifying that all state licensure requirements are met. All supervisors shall hold West Virginia licensure in the appropriate area.

- 10.10 The applicant shall submit a report to the Board within 30 days of the completion of the clinical fellowship year, on the form prescribed by the Board.

APPENDEX FOUR

29.1.11 Continuing Education.

- 11.1 In order to renew professional or provisional licenses, an applicant shall complete continuing education units that relate directly to professional growth and development.
- 11.2 A professional licensee shall obtain a minimum of twenty clock hours of continuing education during every two-year licensure period. These continuing education hours may only be credited if they are acquired during the two-year licensure period. A provisional licensee shall obtain ten hours of continuing education during his or her provisional license year in order to renew his or her provisional license. An individual with professional licenses in both speech-language pathology and audiology shall obtain 20 hours of continuing education credits in each area during the two-year license period.
- 11.3 The Board shall accept credits issued by the following organizations:
 - 11.3.a. The American Speech-Language-Hearing Association.
 - 11.3.b. The West Virginia Speech-Language-Hearing Association.
 - 11.3.c. The West Virginia Hearing Society.
 - 11.3.d. The National Institute for Hearing Instrument Studies.
 - 11.3.e. The American Academy of Audiology.
- 11.4 A licensee shall submit verification of continuing education credits earned from these organizations on the licensure renewal application supplied by the Board. The Board shall mail renewal applications to all licensees during the fourth (4th) quarter of the year the license expires.
- 11.5 Continuing education activities from other organizations must directly relate to the professional growth and development of speech-language pathologists and audiologists, and requires prior approval of the Board for credit. In order to request credit for continuing education hours from organizations other than those listed in subsection 11.3, the applicant shall submit the following information prior to the continuing education event:
 - 11.5.1. The name of the activity;
 - 11.5.2. The name and credentials of the speaker or presenter;

- 11.5.3. The date and hours of the activity (include the agenda);
- 11.5.4. The location of the sponsoring agency;
- 11.5.5. The contact person and/or coordinator of the activity and his or her telephone number;
- 11.5.6. The goals of the activity.
- 11.5.7. The methods and materials used in the presentation;
- 11.5.8. The target group for the activity; and
- 11.5.9. The total continuing education credit hours requested for the activity.

The licensee shall provide proof of attendance at all activities for which credit is requested.

APPENDIX FIVE

29.1.12. West Virginia Board of Examiners for Speech-Language Pathology and Audiology Code of Ethics as adopted and amended from the American Speech-Language- Hearing Association.

12.1. Preamble:

The preservation of the highest standards of integrity and ethical principles is vital to the responsible discharge of obligations in the professions of speech-language pathology and audiology. This code of Ethics sets forth the fundamental principles and rules considered essential to this purpose. Every individual who is:

12.1.a. A member of the American Speech-Language-Hearing Association, whether certified or not.

12.1.b. A non-member holding the Certificate of Clinical Competence from the Association.

12.1.c. An applicant for membership or certification, or

12.1.d. A clinical Fellow seeking to fulfill standards for certification shall abide by this Code of Ethics.

12.2. Any action that violates the spirit and purpose of this Code shall be considered unethical. Failure to specify any particular responsibility or practice in this Code of Ethics shall not be construed as denial of the existence of ~~other~~ such responsibilities or practices.

12.3. The fundamentals of ethical conduct are described by Principles of Ethics and Rules of Ethics as they relate to responsibility to persons served, to the public, and to the professions of speech-language pathology and audiology.

12.4 Principles of Ethics, aspirational and inspirational in nature, form the underlying moral basis for the Code of Ethics. Individuals shall observe these principles as affirmative obligations under all conditions of professional activity. Rules of Ethics are specific statements of minimally acceptable professional conduct or of prohibitions and are applicable to all individuals.

12.5 Principle of Ethics I

5.1. Individuals shall honor their responsibility to hold paramount the welfare of persons they serve professionally.

5.2. Rules of Ethics

- 5.2.a. Individuals shall provide all services competently.
- 5.2.b. Individuals shall use every resource, including referral when appropriate, to ensure that high-quality service is provided.
- 5.2.c. Individuals shall not discriminate in the delivery of professional services on the basis of race ethnicity, gender, age, religion, national origin, sexual orientation, or disability.
- 5.2.d. Individuals shall fully inform the persons they serve of the nature and possible effects of services rendered and products dispensed.
- 5.2.e. Individuals shall evaluate the effectiveness of services rendered and of products dispensed and shall provide services or dispense products only when benefit can be reasonably expected.
- 5.2.f. Individuals shall not guarantee the results of any treatment or procedure, directly or by implication; however, they may make a reasonable statement of prognosis.
- 5.2.g. Individuals shall not evaluate or treat speech, language, or hearing disorders solely by correspondence.
- 5.2.h. Individuals shall maintain adequate records of professional services rendered and products dispensed and shall allow access to these records when appropriately authorized.
- 5.2.i. Individuals shall not reveal, without authorization, any professional or personal information about the person served professionally, unless required by law to do so, or unless doing so is necessary to protect the welfare of the person or of the community.
- 5.2.j. Individuals shall not charge for services not rendered, nor shall they misrepresent, in any fashion, services rendered or products dispensed.
- 5.2.k. Individuals shall use persons in research or as subjects of teaching demonstrations only with their informed consent.
- 5.2.1. Individuals whose professional services are adversely affected by substance abuse or other health-related conditions shall seek professional assistance and, where appropriate, withdraw from the affected areas of practice.

12.6. Principles of Ethics II

- 6.1. Individuals shall honor their responsibility to achieve and maintain the highest level of professional competence.

6.2. Rules of Ethics

6.2.a. Individuals shall engage in the provision of clinical services only when they hold the appropriate license or when they are in the licensure process and are supervised by an individual who holds the appropriate license.

6.2.b. Individuals shall engage in only those aspects of the professions that are within the scope of their competence, considering their level of education, training, and experience.

6.2.c. Individuals shall continue their professional development throughout their careers.

6.2.d. Individuals shall delegate the provision of clinical services only to persons who are licensed or to persons in the education or licensure process who are appropriately supervised. The provision of support services may be delegated to persons who are neither licensed nor in the licensure process only when a license holder provides appropriate supervision.

6.2.e. Individuals shall prohibit any of their professional staff from providing services that exceed the staff member's competence, considering the staff member's level of education, training, and experience.

6.2.f. Individuals shall ensure that all equipment used in the provision of services is in proper working order and is properly calibrated.

12.7. Principle of Ethics III

Individuals shall honor their responsibility to the public by promoting public understanding of the professions, by supporting the development of services designed to fulfill the unmet needs of the public, and by providing accurate information in all communications involving any aspect of the professions.

12.7.1. Rules of Ethics

7.1.a. Individuals shall not misrepresent their credentials, competence, education, training, or experience.

7.1.b. Individuals shall not participate in professional activities that constitute a conflict of interest.

7.1.c. Individuals shall not misrepresent diagnostic information, services rendered, or products dispensed or engage in any scheme or artifice to defraud in connection with obtaining payment or reimbursement for such services or products.

7.1.d. Individuals' statements to the public shall provide accurate information about the nature and management of communication disorders, about the professions, and about professional services.

7.1.e. Individuals' statements to the public – advertising, announcing, and marketing their professional services, reporting research results, and promoting products – shall adhere to prevailing professional standards and shall not contain misrepresentations.

12.8. Principle of Ethics IV

12.8.1. Individuals shall honor their responsibilities to the professions and their relationships with colleagues, students, and members of allied professions. Individuals shall uphold the dignity and autonomy of the professions, maintain harmonious interprofessional and intraprofessional relationships, and accept the professions' self-imposed standards.

12.8.2. Rules of Ethics

8.2.a. Individuals shall prohibit anyone under their supervision from engaging in any practice that violates the Code of Ethics.

8.2.b. Individuals shall not engage in dishonesty, fraud, deceit, misrepresentation, or any form of conduct that adversely reflects on the professions or on the individual's fitness to serve persons professionally.

8.2.c. Individuals shall assign credit to only those individuals who have contributed to a publication, presentation, or product. Credit shall be assigned in proportion to the contribution and only with the contributor's consent.

8.2.d. Individual's statements to colleagues about professional services, research results, and products shall adhere to prevailing professional standards and shall contain no misrepresentations.

8.2.e. Individuals shall not provide professional services without exercising independent professional judgment, regardless of referral source or prescription.

8.2.f. Individuals shall not discriminate in their relationships with colleagues, students, and members of allied professions on the basis of race or ethnicity, gender, age, religion, national origin, sexual orientation, or disability.

8.2.g. Individuals who have reason to believe that the Code of Ethics has been violated shall inform the West Virginia Board of Examiners.

8.2.h. Individuals shall cooperate fully with the West Virginia Board of Examiners in its investigation and adjudication of matters related to this Code of Ethics.

APPENDIX SIX

29.1.13. Coursework requirement for Master's Equivalency for Speech-Language Pathology and Audiology.

- 13.1. Outline of the Academic Courses Required for the Basis of the Master's Degree Equivalency.
 - 13.1.a. Equivalent is defined as holding a bachelor's degree from an accredited college or university.
 - 13.1.b. Equivalency is defined as at least 42 post-baccalaureate semester hours acceptable toward a master's degree.
 - 13.1.c. At least 30 semester hours shall be in the areas of speech-language pathology, audiology, or speech-language and hearing science.
 - 13.1.d. Speech-language pathologists and audiologists shall obtain at least 21 of these 42 semester hours from a single college or university.
 - 13.1.e. No academic hours shall be completed more than 10 years prior to the date of application.
 - 13.1.f. No more than six semester hours shall be obtained for clinical practicum.
- 13.2. In evaluation of credits, one-quarter hour is the equivalent of two-thirds of a semester hours. An applicant shall submit official transcripts to the Board for special evaluation if the transcript does not report credit in terms of semester or quarter hours.
- 13.3. An applicant shall complete a total of 60 additional semester hours of academic credit from accredited colleges or universities. These hours must demonstrate that the applicant has obtained a well-integrated program or course study dealing with the normal aspects of human communication, development, disorders, and clinical techniques for evaluation and management of such disorders.
- 13.4. Courses in Basic Communication Processes Area.
 - 13.4.a. The applicant shall complete 15 of these 60 hours in courses that provide information pertaining to normal development and use in speech, language and hearing, hereafter referred to as the basic communication processes area. These 15 hours will provide the applicant with a wide exposure to diverse kinds of information suggested by the following areas:

13.4.a.1 Anatomic and physiological basis for the normal development and use of speech, language and hearing such as anatomy, neurology, and physiology of speech, language and hearing mechanisms.

13.4.a.2 Physical basis and processes of the production and perception of speech, language and hearing, such as.

13.4.a.2.A. acoustics or physics of sound;

13.4.a.2.B. phonology;

13.4.a.2.C. physiologic and acoustic phonetics;

13.4.a.2.D. perceptual processes;

13.4.a.2.E. psychoacoustics; and

13.4.a.3. Linguistic and psycholinguistic variables related to normal development and use of speech, language and hearing, such as;

13.4.a.3.A. linguistics (historical, descriptive, sociolinguistics, urban language):

13.4.a.3.B. psychology of language;

13.4.a.3.C. psycholinguistics;

13.4.a.3.D. language and speech acquisition; and

13.4.a.3.E. verbal learning or verbal behavior.

13.4.b. The applicant shall earn at least two semester hours of credit in each of the above three categories.

It is emphasized that the three broad categories of required education in this appendix, and the examples of areas of study within these classifications, are not meant to be analogous to, or imply, specific course titles. Neither are the examples of areas of study within these categories meant to be exhaustive. Some of these 15 semester hours may be obtained in courses that are taught in departments other than those offering speech-language pathology and audiology degrees.

13.5.a. The applicant will not receive credit for courses designed to improve one's speaking and/or writing ability.

13.6. The applicant shall obtain 30 of these 60 semester hours in courses that provide:

13.6.a. information relative to communication disorders; and

13.6.b. information about and training in evaluation and management of speech, language and hearing disorders.

13.6.1. At least 24 of these 30 semester hours shall be in courses in the major professional area (speech-language pathology or audiology) for which licensure is requested. At least 6 hours shall be in audiology for licensure in speech-language pathology and at least 6 hours shall be in speech-language pathology for licensure in audiology, hereafter referred to as the minor professional area.

13.6. Professional Education Hours Required for Speech-Language Pathology.

13.7.1. The 24 semester hours of professional education required for licensure in speech-language pathology should be in the broad, but not necessarily exclusive, categories of study as follows:

13.7.1.a. Understanding of speech and language disorders, such as:

13.7.1.a.1. various types of disorders of communication;

13.7.1.a.2. their manifestations; and

13.7.1.a.3. their classifications and causes;

13.7.1.b. Evaluation skills such as procedures, techniques, and instrumentation used to assess:

13.7.1.b.1. the speech and language status of children and adults; and

13.7.1.b.2. the basis of disorders of speech and language; and

13.7.1.c. Management procedures, such as principles in remedial methods used in habilitation and rehabilitation for children and adults with various disorders of communication.

13.7.2. At least 6 semester hours shall deal with speech disorders and at least 6 semester hours shall deal with language disorders.

13.7.3. The remaining 6 semester hours of the 30 shall be in the minor professional area of audiology. Of these 6 semester hours, 3 semester hours shall be in the habilitative/rehabilitative procedures with speech and language problems associated with hearing impairment, and 3 semester hours shall be in study of the pathologies of the auditory system and assessment of auditory disorders. However, when more than the minimum 6 semester hours is met, study of habilitative/rehabilitative procedures may be counted in the major professional area.

13.8 Professional Education Hours Required for Audiology.

- 13.8.1 The 24 semester hours of professional education required for licensure in audiology should be in the broad, but not necessarily exclusive, categories of study as follows.
- 13.8.1.a. auditory disorders, such as:
- 13.8.1.a.1. pathologies of the auditory system; and
 - 13.8.1.a.2. assessment of auditory disorders and their effective on communication;
- 13.8.1.b. habilitative/rehabilitative procedures, such as;
- 13.8.1.b.1. selection and use of appropriate amplification instrumentation for the hearing impaired, both wearable and group;
 - 13.8.1.b.2. evaluation of speech and language problems of the hearing impaired; and
 - 13.8.1.b.3. management procedures for speech and language habilitation and/or rehabilitation of the hearing impaired (that may include manual communication);
- 13.8.1.c. conservation of hearing, such as:
- 13.8.1.c.1. environmental noise control; and
 - 13.8.1.c.2. identification audiometry (school, military, industry); and
- 13.8.1.d. Instrumentation, such as:
- 13.8.1.d.1. electronics
 - 13.8.1.d.2. calibration technique; and
 - 13.8.1.d.3. characteristics of amplifying systems.
- 13.8.2 At least 6 semester hours shall deal with auditory pathology and at least 6 semester hours shall deal with habilitation/rehabilitation.
- 13.8.3 The remaining 6 semester hours of the 30 shall be in the minor professional area of speech-language pathology.
- 13.8.3.a. Of these 6 semester hours, three semester hours shall be in speech pathology, and three semester hours shall be in language pathology. It is suggested that where only this minimum requirement of 6 semester hours is met, that the study be in the areas of evaluation procedures and management of speech and language problems that are not associated with hearing impairment.

13.9. Related Areas of Study

- 13.9.1. In addition to the 15 semester hours of course study in basic communication processes, the 24 semester hours in the major professional area, and the 6 semester

hours in the minor professional area, credit for study of information pertaining to related fields that augment the work of the clinical practitioner of speech-language pathology and/or audiology may also apply toward the total 60 semester hours, hereafter referred to as related areas. Such study should pertain to the understanding of human behavior, both normal and abnormal, as well as services available from related professions, and in general should augment the background for a professional career. Examples of such areas of study are as follows:

- 13.9.1.a. theories of learning and behavior;
 - 13.9.1.b. services available from related professional that also deal with persons who have disorders of communication; and
 - 13.9.1.c. information from these professions about the sensory, physical emotional, social, and/or intellectual status of a child or an adult.
- 13.9.2. Academic credit obtained from practice teaching or practicum work in other professions shall not be counted toward the minimum requirements.
- 13.9.3. In order that the future applicant for one of the professional licenses shall be capable of critically reviewing scientific matters dealing with clinical issues relative to speech-language pathology and audiology, credit for study in the area of statistics, beyond an introductory course, shall be allowed to a maximum of 3 semester hours. Academic study of the administrative organization of speech-language pathology and audiology programs may also be applied to a maximum of 3 semester hours.
- 13.9.4. Certain types of course work shall be acceptable among more than one of the areas of study specified in 13.9, depending on the emphasis. For example, courses that provide an overview of research, e.g., introduction to graduate study or introduction to research in communication sciences, disorders or management, and/or a more general presentation of research procedures and techniques that shall permit the clinician to read and evaluate literature critically are acceptable for a maximum of 3 semester hours. These courses may be credited to the basic communication process area, or one of the professional areas or related area, if substantive content of the courses(s) covers material in those areas.
- 13.4.a. Academic credit for a thesis or dissertation shall be acceptable for a maximum of 3 semester hours in the appropriate area.

- 13.9.4.a.1. The applicant shall submit an abstract of the study with the application if credit is requested.
- 13.9.4.a.2. In order to be acceptable, the thesis or dissertation must have been an experiment of descriptive investigation in the areas of speech, language and hearing science, speech-language pathology or audiology. Credit is not allowed if the project was a survey of opinions, a study of professional issues, an annotated bibliography, biography, or a study of curricular design.
- 13.9.5. As set forth in 13.9 of this Appendix, the academic credit hours obtained from one course or one enrollment may, although should not be in some instances, divided among the basic communication processes area and one of the professional areas, and/or the related area. In such cases, a description of the content of that course should accompany the application. This description should be extensive enough to provide the Board with information necessary to evaluate the validity of the request to apply the content to more than one of the areas. Study in the area of understanding, evaluation, and management of speech and language disorders associated with hearing impairment may apply to the 24 semester hours in the major professional area associated with either license (speech-language pathology or audiology).
- 13.9.5.a. The applicant is not allowed more than 6 semester hours in that area of study toward the license in speech-language pathology.
- 13.9.6 Thirty of the total 60 semester hours that are required for licensure shall be in courses that are acceptable toward a graduate degree by the college or university in which they are taken.
- 13.9.6.a. This requirement can be met by courses completed as an undergraduate, providing the college or university in which they are taken specifies that these courses would be acceptable toward a graduate degree if they were taken for graduate credit.
- 13.9.6.b. 21 of these 30 semester hours shall be within the 24 semester hours required in the professional area (speech-language pathology or audiology) for which licensure is requested or within the 6 semester hours required in the other area as specified in 13.2 of this appendix.