

**COURSE:** SPPA 472 CLINICAL PRACTICUM IN AUDIOLOGY  
Fall 2014

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**COURSE DESCRIPTION:**

Supervised audiology practicum, report writing and clinical management of hearing impaired clients.

**COURSE OBJECTIVES:**

During the course of the semester you will develop an undergraduate proficiency in the following areas of audiology:

1. Ability to explain audiological findings including:
  - A. Type and degree of hearing loss and its possible effects on communication to a patient and also to a fellow professional.
  - B. Immitance results including tympanograms, ipsilateral and contralateral reflexes.
2. Ability to administer audiometric procedures in a timely manner with good reliability.
3. Demonstrate proficiency in test selection to achieve a good diagnostic evaluation.
4. Clinical maturity in the management of clients.
5. Clear, concise reports of audiological findings.
6. Read, acknowledge and follow all HIPPA guidelines for patient confidentiality.

**PREREQUISITES:**

Courses: SPPA 331 Basic Audiology or equivalent  
SPPA 332 Audiological Procedures

**REQUIRED ACTIVITIES:**

Important: Please arrive at the clinic ten minutes before the patient's appointment. It is important that you meet all your clinical appointments. If you are ill and cannot meet your appointment, please notify the supervisor prior to the scheduled appointment. **Failure to meet a clinical appointment without an excuse will result in a failing grade. Dress**

**should be appropriately professional.** Jeans, shorts or tank tops are not part of professional attire. Please be very cautious not to wear clothes that reveal too much skin such as your stomach, or back when leaning over to put on earphones or bending over to do tympanometry. Modest professional clothing will be part of your lifelong wardrobe. Please practice wearing appropriate clothing now. If you are not dressed appropriately you may be asked to change before seeing your clients.

1. Clinical Activities - You will be assigned a clinical practicum time 2 hours per week. Please see the proposed schedule for the activity you will be participating in each week. A minimum of 10 hours with patients will be expected during the semester. This is not the same as ASHA hours. ASHA hours will only include time that you directly worked with the client. There will not be a minimum number of hours for the semester but you will be expected to meet ALL clinical appointments regardless of how many hours you individually work with a client. ASHA Clinical contact hours include direct clinical contact such as interviews, performing tests, recording results and explaining results. Report writing and waiting for the patient to come are not included. You are expected to be at practicum for the full 2 hour block of time each week but you will not be able to count all the time as client contact hours. After each session, fill out the patient data and CAP test results on the bottom of the audiogram then turn the yellow copy in to me. If you have a clinical partner you will be expected to be at practicum each week for the full time either testing or writing the report.
  
2. Prepare a **written report** for each client that is tested.
  - A. The written report is due within **48 hours** after seeing the client. Some clients may require reports within 24 hours so information can be sent to medical professionals. In these cases you will be required to provide a report within the necessary time frame. Wait to complete the audiogram until the report is finished. For patients seen on Thursday or Friday, the report is due on Monday morning. Reports with the patient file will be submitted to my box in the front desk area.
  
  - B. If you need to make corrections to your report, you will need to re-submit the report within 24 hours. Please **turn in all reports that have corrections on them with the most recent draft.**

Turn in the revised report (hard copy) with the patient file to my box.

- C. If no corrections are necessary on the report, you will need to complete two audiograms (in red and blue where appropriate) and submit the report via e-mail to dregal@andrews.edu within 24 hours.
  - D. All patient data is to be entered into the computers in the student work/observation room. There will be a specific file for these reports to be generated. You will add the patient information into the report and replace all file numbers with the patient's name.
  - E. When the audiograms and report are completed, with no errors, you will need to prepare the letter (enter all the personal information) and audiogram to be mailed using the computers in the student observation room. After all signatures are finished, Give the completed report and audiogram with the patient file to the administrative assistant to mail. An original report and an original audiogram (in red and blue) will be sent to the patient. Place the second, audiogram, case history report and any other test forms in the patient file at the front desk. Paperclip all edited copies of the report and place it in the patient file as well. You are responsible for adding the personal information into the letter after it has been approved.
  - F. This process should not take longer than 3 weeks per patient. For patients seen on Thursdays or Fridays the report is due on Monday morning.
  - G. FYI - If a patient, doctor's office or school, calls about a late report and you have not turned in the reports on time your final grade will be reduced. For example, assuming you have a final grade of an "A", one phone call would reduce your grade to an "A-", two phone calls would reduce your grade to a "B+", three phone calls would reduce your grade to a "B" and the pattern would continue.
3. Be prepared to perform complete battery of audiology tests or assist the audiologist if you feel the testing is beyond your competence.

4. **Maintain a daily log** of clients seen, with record of your responsibilities for the management of the client and the time (hours to nearest quarter) of clinical practice. The audiology practicum log can be obtained in the department.
5. Each patient will be given a patient file for all information to be kept. During the week of **October 20, 2014** there will be a file assessment to make sure all files are accurate and up to date. If there are missing items you must provide a written list of what still needs to be completed for that patient and by whom. This written list will be due by **October 27, 2014 at noon**. Each patient file should include the following for each patient:
  1. Case history Form
  2. Completed audiogram (signed)
  3. Completed report (signed)
  4. All test forms
  5. Recommendation form
7. By **3:30 p.m. on Wednesday, December 3, 2014** submit an **original and one copy** of the clinical clocks hours in audiology form and the audiology practicum log to the Audiology Clinical Supervisor. After they have been signed by the supervisor the original will be filed and the copy will be returned to the student. You will not receive a passing grade if these forms are not submitted.
8. By **3:30 p.m. on Monday, December 8, 2014** all patient files should be complete. **A written statement regarding the status of file not completed must be submitted with your final file assessment with a projected completion date.**

These reports must be just like the originals - signatures in ink and the audiogram in red and blue ink.
9. Andrews University takes the safety of its student seriously. Signs identifying emergency protocol are posted throughout buildings. Instructors will provide guidance and direction to students in the classroom in the event of an emergency affecting that specific location. It is important that you follow these instructions and stay with your instructor during any evacuation or sheltering emergency.
10. If you qualify for accommodation under the American Disabilities Act, please see contact Student Success in

Nethery Hall 100 ([disabilities@andrews.edu](mailto:disabilities@andrews.edu) or 269-471-6096) as soon as possible so that accommodations can be arranged.

### COMPETENCIES :

1. Perform basic diagnostic audiology battery within the one hour time slot including:
  - a. Puretone a/c threshold audiogram
  - b. Puretone b/c threshold
  - c. SRT with spondee words
  - d. Word Discrimination Ability using PB words
  - e. Use masking when necessary with appropriate levels and symbols
  - f. Immittance testing including tympanograms, reflexes, and reflex decay
2. Provide clear and appropriate instructions for each of the above procedures.
3. Interpret results according to type and degrees of loss.
4. Communicate with the client appropriately for all testing procedures.
5. Write a professional one page report of findings and recommendations.
6. Use Standard American English.
7. Maintain client confidentiality.
8. Attend all scheduled diagnostic appointments and practicum meetings on time.
9. Central Auditory Processing evaluations within 2 hours.

### EVALUATION:

The grade for practicum is dependent on your ability to perform audiology tests appropriately, have an appropriate professional attitude and appearance, ability to communicate with patients, written report and your ability to use your time wisely (including arriving on time etc.). A letter grade will be assigned as follows:

94.0 - 100%	A	77.5 - 79.99%	C+
90.0 - 93.99%	A-	73.5 - 77.49%	C
87.5 - 89.99%	B+	70.0 - 73.49%	C-
83.5 - 87.49%	B	65.0 - 69.99%	D
80.0 - 83.49%	B-	Below 65%	F

Tentative schedule - This schedule is subject to change.

August 25,26 or 27 - Students will test their practicum partner - pure tone air,bone, SRT and Speech Discrimination and we will go over the syllabus. EXTRA Practicum time for testing music majors

Sept 1 - NO practicum - Labor Day holiday

Sept 2 or 3 - Students will test their practicum partner by doing a masking lab. Be prepared to mask. Extra practicum time for testing music majors

Sept 8 - Students will test their practicum partner by doing a masking lab. Be prepared to mask for air,bone, SRT and Speech Discrimination or hearing screenings of music majors

Sept 9 or 10 - Patients

Sept 15, 16 or 17 - Patients

Sept 22, 23 or 24 - Report writing meeting - NO PATIENTS

Sept 29, 30 or Oct 1 - Patients

Oct 6, 7 or 8 - Patients

Oct 13, 14 NO practicum - Fall Break

Oct 15 - if practicum, patients

October 20, 21 or 22- Reports writing meeting - NO PATIENTS

Oct 27, 28 or 29 -Patients

Nov 3, 4 or 5 - Patients

Nov 10, 11 or 12 - Report writing meeting - NO PATIENTS

Nov 17, 18 or 19 - Patients

Nov 24 - To be Determined based on how the semester is progressing

**EVALUATION OF CLINICAL PERFORMANCE**

SPPA472

CLINICAL PRACTICUM IN AUDIOLOGY

ANDREWS UNIVERSITY

Student Clinician: \_\_\_\_\_ Semester \_\_\_\_\_ Year \_\_\_\_\_

Practicum Site: \_\_\_\_\_ Supervisor \_\_\_\_\_

Number of Clinical Hours: \_\_\_\_\_

Mean Score =  $\frac{\text{Sum of Scored Items}}{\text{Number of Items Scored (x5)}}$  = \_\_\_\_\_

Interpretation of Assigned Point Scores:

**NA = Not Applicable.**

1. **Unacceptable** - Needs excessive direction and/or demonstration from the supervisor.  
Does not alter unsatisfactory performance and is unable to make changes.
2. **Below Average** - Needs specific direction and/or demonstration from the supervisor. Has difficulty altering unsatisfactory performance and making changes.
3. **Average** - Needs general direction from the supervisor to perform effectively. Performance is adequate.
4. **Above Average** - Needs occasional direction from the supervisor to perform effectively. Generally capable in the clinical process.
5. **Excellent** - Demonstrates independence by taking the initiative. Makes changes when appropriate and is knowledgeable in various aspects of the clinical process.

**1. Assessment Skills**

- \_\_\_\_\_ a. Makes pertinent observations of client
- \_\_\_\_\_ b. Chooss appropriate diagnostic tests
- \_\_\_\_\_ c. Administers tests accurately
- \_\_\_\_\_ d. Records and scores responses accurately
- \_\_\_\_\_ e. Interprets results accurately
- \_\_\_\_\_ f. Makes appropriate recommendations

**2. Reporting Skills**

- \_\_\_\_\_ a. Explains results to client or significant others, and/or to supervisor
- \_\_\_\_\_ b. Involves significant others when discussing results
- \_\_\_\_\_ c. Answers questions from client and significant

- \_\_\_\_\_ others as accurately as possible
- \_\_\_\_\_ d. Writes a complete, concise diagnostic report
- \_\_\_\_\_ e. Completes written reports on time

**3. Intervention Skills**

- \_\_\_\_\_ a. Gives clear instructions to the client at each phase of the evaluation
- \_\_\_\_\_ b. Modifies rate and loudness of speech for the hearing impaired individual
- \_\_\_\_\_ c. Uses effective verbal and non-verbal reinforcers
- \_\_\_\_\_ d. Deals consistently and appropriately with off-task behaviors

**4. Interpersonal /Professional Skills**

- \_\_\_\_\_ a. Develops rapport with client and significant others
- \_\_\_\_\_ b. Exhibits a professional manner, (attitude, tact, interest, dress)
- \_\_\_\_\_ c. Uses Standard American English
- \_\_\_\_\_ d. Maintains client confidentiality
- \_\_\_\_\_ e. Utilizes additional resources
- \_\_\_\_\_ f. Seeks guidance from supervisor
- \_\_\_\_\_ g. Accepts direction from supervisor
- \_\_\_\_\_ h. Attends all scheduled evaluations, meetings and conferences
- \_\_\_\_\_ i. Is punctual to appointment times

Comments:

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