

KEAN UNIVERSITY

Union, NJ 07083

Graduate Program

in

***SPEECH-LANGUAGE
PATHOLOGY***

STUDENT MANUAL

Program Coordinator:

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Welcome to the Masters of Arts degree program in Speech-Language Pathology. You are entering a training program for a career in an exciting, challenging and evolving profession. As a health-related and education-related profession, the future bodes well for employment in public, private or special schools, hospitals, community clinics, rehabilitation centers, nursing homes, visiting nursing services or private practice.

Our program's requirements are guided by standards set by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) of the American Speech-Language-Hearing Association (ASHA) (which issues the Certificate of Clinical Competence or CCC-SLP), the New Jersey Department of Education (which issues certification as a Speech-Language Specialist) and the New Jersey Division of Consumer Affairs (which issues the license to practice speech-language pathology). While many courses in the curriculum are required, there is still a mechanism for tailoring the program to suit your particular interests.

The purpose of this manual is to provide you with the information and some of the forms you will need throughout the program. These and other forms will always be available to you on the program website and you should begin to familiarize yourself with them. Go through these pages carefully. Most of your questions will be answered and many of your anxieties eased if you digest this information. Of course, if you have any questions or problems, please make an appointment to see me, before things become more complicated.

Good luck and keep me informed!

Dr. Glazewski

KEAN UNIVERSITY
GRADUATE PROGRAM IN
SPEECH-LANGUAGE PATHOLOGY

FACULTY

Barbara Glazewski, Ed.D., Professor and Graduate Program Coordinator

Martin D. Shulman, Ph.D., Professor and Department Chairperson

Alan Gertner, Ph. D., Associate Professor and Audiology Coordinator

Carol Goodman, Ed.D., Assistant Professor

Sheree Reese, Ed. D., Professor and Clinic Coordinator

Mary Jo Santo Pietro, Ph.D., Professor

Joan Blake, Ph.D., Associate Professor

Mission of the Program

The mission of the Department of Communication Disorders and Deafness is to provide our students with the foundation and application opportunities of the knowledge, skills, values and dispositions to prepare them for careers in the professions of speech-language pathology, audiology and teacher of the deaf and hard of hearing. The Graduate Program in Speech-Language Pathology is focused on preparing students to meet currently-recognized state and national professional certification standards. It is committed also to preparing entry-level professionals who have the research-based knowledge and skills necessary to function in a rigorous, evidence-based healthcare, educational or private practice setting. The program incorporates technology in courses and laboratories with the goal that such guided experiences will not only teach students to use current technology but also to identify, evaluate, appreciate and embrace new technology as it develops.

Program Description

The graduate program in Speech-Language Pathology, nationally accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) of the American Speech-Language-Hearing Association (ASHA), prepares its students to earn - after the successful completion of its program of study and acquisition of the knowledge and skills necessary to enter the profession as well as finishing a supervised clinical fellowship (CF) - the ASHA Certificate of Clinical Competence (CCC). The 57+ credit program (see below) also prepares students to receive a New Jersey Department of Education certification as a Speech-Language Specialist (enabling them to work in a school-based setting) and a New Jersey Division of Consumer Affairs license as a Speech-Language Pathologist (required to work in either healthcare or private practice settings). Professional training through academic coursework, supervised clinical practica, and evidence-driven research is the hallmark of our program. Following the University mission to serve the non-traditional student, our program is based on individual advisement and support rather than on cohort progression through the major. Either full-time or part-time enrollment is permitted, and the majority of the coursework is scheduled in the late afternoon or evening.

The Curriculum and Advisement Form

Group advising (a “welcome” and new student orientation) is required of all new students prior to the Fall semester. Faculty is introduced, the program is presented in detail and questions answered, and students socialize with one another. Then, every semester prior to open registration periods, each student is required to meet with the graduate program coordinator to review his/her course sequence and to determine the courses for which registration restrictions/petitions will be lifted. The student’s KASA (knowledge and skills assessment) progress will be reviewed at each of these advising meetings and potential outside clinical placement sites will be discussed and preferences noted.

The program sheet (see below) presents the structure of the curriculum and is useful in advising meetings. The degree requirement is 57 credits. Forty five credits are in required courses and twelve credits can be chosen from a list of specialization courses.

You are required to take CDD 5227 and CDD 5228 (Advanced Clinical Practica in SLP), the courses through which you earn supervised clinical practicum hours. Please be aware that no matter how many such hours you have earned elsewhere, your first Master’s level practicum experience must be under the supervision of Kean University. Also bear in mind that *only six credits of clinical practicum will count toward your degree*. Your first six credits or two semesters of practicum will be at the Kean University Center for Communication Disorders. After *successful* completion of this experience, you can begin to gain supervised experience outside our Clinic, in the many facilities with which we are affiliated. Because you must register for practicum every time you are earning hours, you should count on paying for a total of 12 or 15 credits of supervised clinical practicum, although only six of these credits count toward the 57 credit requirement.

At this time, our community clinic is in operation five days a week, with a section of CDD 5227 or 5228 in the morning (typically 9am-12pm), a section in the afternoon (1pm-4pm) and a section in the evening (5pm-8pm). This is a two-semester sequence and you register for three clinic credits each semester. Before beginning your clinical practica sequence, you must register for and successfully complete CDD 5202: Clinical Methods in SLP during the semester immediately preceding your first clinical experience. In addition, prior to clinic, you are required to take CDD 5229: Disorders of Phonology and Articulation, CDD 5231: Aphasia and CDD 5235: Language Disorders in Children. These four courses are to be taken early in your program, typically during your first or second semester in the program.

Once you are at the point when you are preparing for outside clinical placements, we need to work closely together. Securing externships has become increasingly complicated and competitive. It is to your advantage to allow me or my Graduate Assistant to negotiate these placements rather than

your doing it on your own. Facilities will feel freer to say “No” to you than to me or a representative of Kean University. To this end, I solicit your intentions well in advance of the time of your proposed externship. I will need to know your preferences for facilities, geography, population with which to work, and your availability (full-time is preferable and often required by some hospitals or rehabilitation centers). For a school based externship, you should have taken CDD 5236: Speech and Language Services in Schools. For adult placements, CDD 5269: Dysphagia is necessary.

You are also **required** to take CDD 5298 and CDD 5299 (Advanced Seminars in Research in SLP), the courses through which you will learn about research, design a study to answer a clinical question in speech-language pathology, gather data/evidence, and interpret your results in terms of clinical relevance. This is a two-semester sequence, so you should plan to take it during your last full year in the program. The first semester is spent in learning about research design, reviewing a body of literature so that you can formulate a researchable question, and beginning the data collection. The second semester is spent in analyzing these data, interpreting these results, and writing up the study. The culminating experience is the required oral presentation of your research project at the Annual Graduate Research Forum for Speech-Language Pathology. You should register for CDD 5298 during the Spring semester preceding your last full year prior to graduation. CDD 5299 will then be completed during the Fall semester.

Within the 45 required credits, there are a few courses which we feel should be taken in sequence. For example, CDD 5268: Assessment Procedures in Language Disorders, must be taken before CDD 5270: Advanced Diagnostics in Speech-Language Pathology. If you are taking CDD 5531: Language Acquisition, take this before taking CDD 5235: Language Disorders in Children. Other than these sequences, the courses can be taken in any order. Many, if not all, of the required courses will be offered during both the Fall and Spring semesters.

You should not be taking courses without a "master plan." You will receive a planning sheet at the beginning of your program. One is appended to the end of this document, and I have extras right outside my office. Let's plan your program together, semester-by-semester. If I appear so busy that you don't want to bother me with your questions, be bold. It is you and your success in the program that interests me most. Feel free to email me with any of your concerns or questions, but make sure that you use your Kean email. Stop by the office during my office hours or email me ahead to schedule an appointment; please don't let the grapevine be your source of information.

COURSE REQUIREMENTS: MASTER OF ARTS DEGREE IN SPEECH-LANGUAGE PATHOLOGY

NAME _____ DATE OF ADMISSION _____
 ADDRESS _____ ADVISOR: Barbara Glazewski, Ed.D.
 _____ ADVANCED CREDIT _____
 DEGREE _____ CONDITIONS _____

This course requirement sheet should be carefully preserved, kept up-to-date by the student, and presented to the advisor at all meetings for graduate advisement.

TOTAL SEMESTER HOURS: 57

REQUIRED:	<i>A minimum of 45 semester hours is required in this area.</i>	<u>Credits</u>
CDD 5202	Clinical Methods in Speech-Language Pathology	3
CDD 5227-28	Advanced Clinical Practicum in Speech Pathology I and II	(3, 3)
CDD 5298-99	Advanced Seminar in Research in Speech Pathology I and II	(3, 3)
CDD 5229	Disorders of Phonology and Articulation	3
CDD 5231	Aphasia and Other Neurological Disorders of Speech and Language	3
CDD 5235	Language Disorders in Children	3
CDD 5236	Speech-Language Pathology in a School Setting	
CDD 5237	Contemporary Issues in Speech-Language Pathology	1.5
CDD 5240	Disorders of Fluency	3
CDD 5262	Disorders of Voice	3
CDD 5264	Augmentative and Alternative Communication	1.5
CDD 5268	Assessment Procedures for Speech-Language Pathology	3
CDD 5269	Dysphagia	3
CDD 5270	Advanced Diagnostics in Speech-Language Pathology	3

SPECIALIZATION: *A minimum of 12 semester hours is required from among the following:*

CDD 5203	Computer Skills and Resources for the Speech-Language Pathologist	1.5
CDD 5204	Accent Modification	1.5
CDD 5205	Speech-Language Pathology in a Healthcare Setting	1.5
CDD 5226	Communication in Infancy/Early Intervention	1.5
CDD 5230	Craniofacial Disorders and Syndromes	1.5
CDD 5233	Cognitive-Linguistic Impairments in Traumatic Brain Injury	1.5
CDD 5238	Motor Speech Disorders in Children and Adults	1.5
CDD 5239	Language Development	1.5
CDD 5242	Speech-Language-Auditory Assessment/Habilitation in Children with Hearing Loss	1.5
CDD 5243	Counseling in Speech-Language Pathology	1.5
CDD 5245	Signing I	1.5
CDD 5246	Signing II	1.5
CDD 5261	Laryngectomy Rehabilitation	1.5
CDD 5263	Assessment & Management of Auditory Processing Dysfunctions	1.5
CDD 5265	Pediatric Dysphagia	1.5
CDD 5266	Communication Impairment in Autism Spectrum Disorder	1.5
CDD 5267	Professional Writing in Speech-Language Pathology	1.5
CDD 5271	Practical Audiology	1.5
CDD 5273	Communication Disorders in Aging	1.5

A total of 375 clock hours of supervised clinical practice (with at least 325 at the graduate level) must be completed as part of the Masters degree program, preceded by a minimum of 25 hours of observation.

Monitoring Your Progress Toward Entry-Level Functional Outcomes

In accordance with ASHA Standards (2005), your progress toward entry-level functionality in nine academic, clinical and professional areas must be tracked and monitored. This Knowledge and Skills Assessment (KASA) required by ASHA is accomplished in our department through our Student Assessment Management System (SAMS). Your progress toward successful satisfaction of these outcomes will be tracked by your individual professors in our required courses, and it will be your responsibility to monitor the process. Progress will be updated at the end of each semester, so make sure that you check your SAMS document periodically. We will also review your KASA at each of our advising meetings to ensure that you stay on track.

If you encounter difficulty with your progression toward entry-level skills (i.e., documented on your SAMS account), a remediation plan will be developed in consultation with your professor and the graduate coordinator and implemented in a timely manner. Although the University policy allows students to remain in the graduate school with grades of “C,” the graduate program in Speech-Language Pathology requires that students earn at least a “B” or better in all academic and clinical courses. Therefore, it is possible for a student to be dismissed from our program but remain eligible to stay at the University in another program. If a student earns a grade of “C” in an academic course, s/he must request permission from the graduate coordinator to re-take the course and must earn a grade of “B” or better in their second and final attempt at the course. With regard to clinical coursework, a student must earn a “CG” or “credit granted” grade in CDD 5202: Clinical Methods in SLP before going on to their first practicum, CDD 5227. If he/she does not pass the course, permission to register for the course one additional time may be requested and granted. The student must earn a grade of “CG” or s/he will not be allowed to continue in the program. In CDD 5227, if a student does not earn a grade of “B” or better, permission to repeat the course one additional time may be requested and granted. The student must also meet with his/her clinical supervisor, the clinic coordinator and the graduate program coordinator to develop a remediation plan that will be implemented during the repeated practicum. Successful completion of CDD 5228, the second on-campus practicum experience follows the same grading procedure as does 5227. Students who do not achieve a grade of “B” or better in their two off-campus clinical experiences will be dealt with on an individual basis.

Clinical Hours Time Sheet/Evaluation Sheet

Please continue to keep track of your clinical hours on the forms provided to you by your clinical supervisors. At the end of each experience, submit a copy of your final hours sheet to me for your file and for entrance into your SAMS document. Keep the originals for your own records. Also, make sure that you provide me with copies of your Clinical Evaluation sheets so that your SAMS document can be updated with regard to your progress toward entry-level clinical skills. Make sure that they are signed by your supervisors. Again, keep the originals for your own records.

Observation Hours Time Sheet

This form is used to document all of the observation hours you have accumulated. You must do at least 25 hours of observation before any clinical work can begin. If you have done some or all of these hours in your undergraduate training, submit the appropriate documentation to me. If not, arrange to speak to me about the many ways we can arrange these observation hours, either in our Kean University Center for Communication Disorders or, preferably, in some of our affiliated facilities. Document all these hours appropriately and keep my file up-to-date. Obtain the name, area of specialization and ASHA number of the certified speech-language pathologist or audiology you observed.

Comprehensive Examination

Students will take and pass a comprehensive examination prior to graduation. This exam will take place twice a year on the Friday before the University-administered Saturday comps date. By scheduling our own exam, we are able to allow an additional hour for the students to answer the questions as well as to eliminate problems in scheduling for any of our students who observe the Sabbath on Saturdays. The exam will also be administered by our department during the latter part of June for students who will be looking for an August rather than May graduation date. The format of the exam is applied/functional and it currently consists of a case history interpretation and plan.

Graduation

Students expecting to graduate in December, May or August must apply to do so according to the calendar that is published in the schedule of classes bulletin as well as on the www.kean.edu website. Their applications will be reviewed by the Graduate Office to make sure that they have fulfilled all course requirements. Each student's SAMS document will be reviewed within the department to assure entry-level competence. Trackables on the SAMS program such as thesis completion and Praxis scores will also be verified. Students who plan to take their final coursework during a summer session will be allowed to process at commencement in May with their classmates even though their diplomas will not be posted until August. Students who complete the program during the Fall semester will process at the following May commencement.

Liability Insurance

Before you begin your first clinic, you must obtain professional liability insurance. Check the ASHA website for more information. Also, you will find brochures from several insurance companies outside my office along with the other forms you will be using. There is also a link to this form on the department website.

Criminal Background Check

In order to work in New Jersey's educational system as well as in healthcare settings, you must undergo a criminal background check. This can be accomplished in a timely manner using a professional service whose information is available outside my office along with other forms you will be using. There is also a link to this form on the department website. This should be done immediately as you begin your program.

Drug Screening

In order to be placed in some hospital-based externship positions, you may be required to provide the results of a drug screen, which you may do privately or through the facilities themselves.

Grade Disputes

To dispute a grade for a particular course, you should first make an appointment to discuss the issue with the professor. If you are unable to resolve your concern, your next contact should be with the graduate program coordinator. If it needs to go further, you should consult with the department chairperson who will advise you on further protocol. Clinical grade disputes will include the clinic coordinator along with the program coordinator, if the issue comes to that level. You may also review this policy in the graduate catalog.

Financial Aid

Financial aid in the form of loans, scholarships and graduate assistantships is available.
See the Kean website for information.

Nondiscrimination Policy

It is the policy of the University that no person shall be discriminated against for reasons of race, color, sex, national origin, ancestry, religion, marital status, age, affectional or sexual orientation, disability or liability for service in the armed forces. Discrimination will not be tolerated in all matters relating to: (a) students, including but not limited to, admissions, residence life, financial aid, athletics, course offerings, student employment, social or recreational programs; and, (b) employment, including but not limited to, recruitment, selection, hiring, training, promotion, career development, assignment, transfer, layoff, return from layoff, demotion, termination, compensation and fringe benefits. All complaints of discrimination should be brought to the attention of the Affirmative Action Officer immediately at 908-737-3330.

Academic Integrity Policy

Depending on the degree of the offense, penalties for cheating and plagiarism will range from assigning a grade of "F" to the project and/or course to dismissal from the program and/or the University. Any incident will be dealt with on an individual basis by the Department Ethics Committee, consisting of the department chairperson, the graduate program coordinator, a member of our graduate faculty, and the faculty member who reported the infraction.

Program Concerns/Ethical Violations

If you have any concerns about the compliance of our program with the ASHA standards and/or potential violations of ASHA's Code of Ethics, you may contact the Council on Academic Accreditation in Audiology and Speech-Language Pathology at 301-897-5700.

SEMESTER-BY-SEMESTER PLANNING FORM

FALL 20____ **SPRING 20**____ **SUMMER 1, 20**____ **SUMMER 2, 20**____

FALL 20____ **SPRING 20**____ **SUMMER 1, 20**____ **SUMMER 2, 20**____

FALL 20____ **SPRING 20**____ **SUMMER 1, 20**____ **SUMMER 2, 20**____

CERTIFICATE OF CLINICAL COMPETENCE - SPEECH-LANGUAGE PATHOLOGY (CCC-SLP)

Study the requirements online at ASHA.org carefully. Make sure your program planning includes what is required. The Kean program will be structured to meet the requirements, depending upon your undergraduate training. We may have to add some courses and choose others carefully. When we meet to plan your program, have your individual requirements and preferences in mind. You will not graduate from our program unless you meet the academic and clinical requirements for the Certificate of Clinical Competence in speech language pathology. After you have your degree, you will still have to complete your Clinical Fellowship (CF) and pass the National Examination in Speech Pathology and Audiology (Praxis).

NEW JERSEY, DEPARTMENT OF EDUCATION - SPEECH-LANGUAGE SPECIALIST CERTIFICATION

This certification is needed to work in the public and private schools in New Jersey. Our program will prepare you to meet all of the academic and clinical practicum requirements for Speech-Language Specialist certification and the University will submit your certification application for you. You must also pass the Praxis Exam in Speech-Language Pathology.

AUDIOLOGY & SPEECH-LANGUAGE PATHOLOGY ADVISORY COMMITTEE NEW JERSEY DIVISION OF CONSUMER AFFAIRS

The requirements for the license to practice speech-language pathology in New Jersey are identical to those for the Certificate of Clinical Competence. The Kean University program will meet all of the academic and clinical practicum requirements for the license. After you have your degree, you will have to complete a clinical internship (which is the same experience as the Clinical Fellowship) and pass the Praxis Exam in Speech-Language Pathology.

If your first job after your Master's degree is in any setting other than a school, you must hold a Temporary License to practice. Call (973) 504-6390 for an application.

COURSE/PROGRAM EVALUATION FORMS

We are interested in your feedback. There is a brief form which you should complete, anonymously if you prefer, for each **academic** course you complete and each **clinical** course you complete. Student feedback is regularly used to fine-tune our program. At the completion of your program, you will be asked to complete a program outcome report card and submit it to the College of Education NCATE Office. These are collected, the data are analyzed, and the results are shared with our department as a means of program refinement/revision.

...AND A WORD ABOUT THE NATIONAL EXAMINATION IN SPEECH PATHOLOGY AND AUDIOLOGY (PRAXIS)...

The Praxis Exam in Speech Pathology is required by the state of New Jersey for the license in speech-language pathology (passing score = 600), the American Speech-Language-Hearing Association (ASHA) for the Certificate of Clinical Competence (CCC-SLP; passing score = 600) and the New Jersey Department of Education for certification as a Speech-Language Specialist (passing score = 550). So, no matter what your targeted employment setting is, you will need to be prepared for this examination. While a passing score is not a requirement for graduation, take the Praxis near the end of your MA program so you can be granted certification as a Speech-Language Specialist along with your degree. Study for both the comprehensive examinations and the Praxis together.

THE CLINICAL FELLOWSHIP (CF)/CLINICAL INTERNSHIP

This is required for the 1) CCC-SLP, issued by ASHA, which calls it a Clinical Fellowship and 2) the license to practice, issued by the Division of Consumer Affairs, which calls it a Clinical Internship. It occurs **after** you have completed your Masters degree and has nothing to do with Kean University. It is usually a nine-month period of supervised full-time employment. As the time to arrange for your CF approaches, check our bulletin board. We post every job lead we find. Good luck!

Employment , Praxis and Completion Rates for Program:

Completion Rate: 100%

Employment Rate: 100%Praxis

Passing Rate: 88%