

CALIFORNIA STATE UNIVERSITY, LONG BEACH
College of Health and Human Services
Department of Speech-Language Pathology
 Spring, 2020
 SLP669J (2 units)
 Monday & Wednesday, 1:00 – 4:00 PM, LAB Room 128

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 Office: Part-Time Faculty’s office is LAB 113
 Office Hours: Wednesday 12:00 – 1:00 or by appointment

I. Catalog Description

SLP 669J - Multicultural Clinical Practice: Adult Acquired Neurogenic Speech and Language Clinic. (2 units)

Prerequisites: SLP 696, SLP 665

On-campus clinical practice. Students work with individuals with acquired speech-language and/or cognitive-communication disorders resulting from various neurological disorders. Students conduct assessments, implement treatment, and employ best practices for clients from culturally and linguistically diverse backgrounds.

Letter grade only (A-F). Course fee may be required.

http://catalog.csulb.edu/preview_entity.php?catoid=3&ent_oid=249

II. Student Learning Outcomes

This course is designed to provide instruction and supervised clinical experience in the evaluation and rehabilitation of adults with speech, cognitive, or linguistic disorders. Clinical experience/instruction will encompass clinical assessment, therapy planning, goal setting, implementation of intervention goals (including an emphasis on behavior modification), report writing, record keeping, maintenance of clinical records and client and family education.

ASHA/CAA Student Learning Outcome Assessment Matrix

This course addresses the following ASHA/CAA competencies, measured using the assessments indicated below.

3.1.1 B – Professional Practice Competencies		Assessments				
<i>Accountability:</i> The student will...		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Practice in a manner that is consistent with the professional code of ethics and the scope of practice documents for the profession of speech-language pathology.	x	x	x	x	x
B	Adhere to federal, state, and institutional regulations and policies that are related to services provided by speech-language pathologists.	x	x	x	x	x
E	Evaluate the effects of his or her actions and makes changes accordingly.			x	x	x
G	Describe how to work on interprofessional teams to maintain a climate of mutual respect and shared values.				x	x

SLP Syllabus Template_Fall19 (Adapted from CCJEM Syllabus Template 1-2019)

<i>Integrity: The student will...</i>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Use the highest level of clinical integrity with each individual served, family members, caregivers, other service providers, students, other consumers, and payers; and	x	x	x	x	x
B	Use best professional practices related to maintenance of confidentiality for all individuals in accordance with HIPAA and FERPA requirements.	x	X	X	X	x
<i>Effective Communication Skills: The student will...</i>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Use all forms of expressive communication—including written, spoken, and nonverbal communication—with individuals served, family members, caregivers, and any others involved in the interaction to ensure the highest quality of care that is delivered in a culturally competent manner.	x	x	x	x	
B	Communicate—with patients, families, communities, and interprofessional team colleagues and other professionals caring for individuals in a responsive and responsible manner that supports a team approach to maximize care outcomes.				x	x
<i>Clinical Reasoning: The student will...</i>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Use valid scientific and clinical evidence in decision-making regarding assessment and intervention.	x	x		x	x
B	Apply current knowledge, theory, and sound professional judgment in approaches to intervention and management of individuals served.		x		x	x
C	Use clinical judgment and self-reflection to enhance clinical reasoning.				x	x
<i>Evidence-Based Practice: The student will...</i>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Access sources of information to support clinical decisions regarding assessment and intervention/management,				x	x
B	Critically evaluate information sources and applies that information to appropriate population		x		x	x
C	Integrate evidence in provision of speech-language pathology services.		x		x	x
<i>Concern for Individuals Served: The student will...</i>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Show evidence of care, compassion, and appropriate empathy during interactions with each individual served, family members, caregivers, and any others involved in care; and				x	
B	Encourage active involvement of the individual served in his or her own care.		x	x	x	
<i>Cultural Competence: The student will...</i>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Evaluate the impact of his or her own set of cultural and linguistic variables on delivery of effective care. These include, but are not limited to, variables such as age, ethnicity, linguistic background, national origin, race, religion, gender, and sexual orientation.					x

SLP Syllabus Template_Fall19 (Adapted from CCJEM Syllabus Template 1-2019)

B	Identify the impact of the cultural and linguistic variables of the individuals served on delivery of care. These include but are not limited to variables such as age, ethnicity, linguistic background, national origin, race, religion, gender, and sexual orientation.	x	x			x
C	Analyze the interaction of cultural and linguistic variables between the caregivers and the individuals served in order to maximize service delivery.	x			x	x
D	Identify the characteristics of the individuals served (e.g., age, demographics, cultural and linguistic diversity, educational history and status, medical history and status, cognitive status, and physical and sensory abilities) and how these characteristics relate to clinical services.	x			x	x
<i>Professional Duty: The student will...</i>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Engage in self-assessment to improve his or her effectiveness in the delivery of services.				x	x
C	Discuss the role of clinical teaching and clinical modeling as well as supervision of students and other support personnel.				x	x
D	Summarize the roles and importance of interdisciplinary/interprofessional assessment and intervention and be able to interact and coordinate care effectively with other disciplines and community resources.				x	x
E	Restate and practice the principles of universal precautions to prevent the spread of infectious and contagious diseases.				x	x
F	Identify and use the knowledge of one's own role and those of other professions to appropriately assess and address the needs of the individuals and populations served.	x	x		x	x
<i>Collaborative Practice: The student will...</i>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Apply values and principles of interprofessional team dynamics.				x	x
B	perform effectively in different interprofessional team roles to plan and deliver care centered on the individual served that is safe, timely, efficient, effective, and equitable.				x	x
<u>3.1.3 B Identification and Prevention of Speech, Language, and Swallowing Disorders and Differences</u>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Design, implement, and self-evaluate <u>identification and prevention</u> of communication and swallowing differences with individuals across the lifespan.	x		x		x
<u>3.1.4 B Evaluation of Speech, Language, and Swallowing Disorders and Differences</u>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Design, implement, and self-evaluate <u>assessment</u> for communication and swallowing differences with individuals across the lifespan	x		x		x
<u>3.1.5 B Intervention to Minimize the Effects of Changes in the Speech, Language, and Swallowing Mechanisms</u>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log
A	Design, implement, and self-evaluate <u>intervention</u> for communication and swallowing differences with individuals across the lifespan		x		x	x
<u>3.1.6 B General Knowledge and Skills Applicable to Professional Practice</u>		Assessment Report	Treatment Plan	Progress Report	SOAPRs / Sessions	Didactic & Log

A	Demonstrate ethical conduct in the provision of clinical services for communication and swallowing differences with individuals across the lifespan				x	
B	Demonstrate professionalism and professional behavior in the provision of clinical services for communication and swallowing differences, including counseling and collaboration				x	x

III. Speech-Language Pathology Competencies and Standards

- CFCC standards: <https://www.asha.org/certification/2014-speech-language-pathology-certification-standards/>
- ASHA CAA competencies: <https://caa.asha.org/wp-content/uploads/Accreditation-Standards-for-Graduate-Programs.pdf>
- CCTC SLP standards: http://www.sjsu.edu/gup/docs/assess_report/CCTC-ASHACrosswalk.pdf

IV. Course Modality

669J is a Traditional Class. Learning will include face-to-face contact such as lecture, discussion, demonstration, and direct exchange of materials as the primary method of communication

V. Methods of Instruction

Instruction will be discussion, group exercises and video demonstrations when needed.

VI. Extent and Nature of Technology Use

Students will be required to submit lesson plans, therapy notes, and reports electronically. A computer is recommended. Students can access technology support (i.e. BeachBoard, email or other technology issues) by contacting the Technology Help Desk (562-985-4959 or helpdesk@csulb.edu).

VII. Text(s) and Other Required Materials

SLP 669J Course Reader by Bryanne Ngo, MA., CCC-SLP

VIII. Course Policies and Requirements

Clinic Regulations

Students are responsible for reading the Clinic Handbook and adhering to all University and Departmental Clinic Instructions/Protocols. This includes but is not limited to obtaining a signed video or research release, generating and maintaining client files throughout the course of the semester and maintaining client confidentiality.

Clinic Files

The client’s clinic folder is to be kept up to date at all times. It is the student’s responsibility to ensure that all documentation relative to that semester’s clinical activities be recorded and immediately filed in the client’s clinic folder (located in the File Room). If the client does not have an active clinic folder, please request of the Clinic Secretary that one be made for the client as soon as possible. Graded reports (once signed by the instructor) are to be immediately filed in the client’s clinic folder and stored in the File Room.

Clinical Materials

Students are responsible for coming to each clinical appointment prepared to perform all required diagnostic and/or therapeutic procedures. Materials are available in the Equipment Room and it is

recommended that you review the tools available prior treatment planning. In many cases the items located within the Equipment Room can be adequately modified to meet your client's individual needs. However, it may be necessary for students to design –or- individually create treatment or assessment materials throughout the semester. Remember though that elaborate and/or expensive toys or tools are not required –or- expected. Often times, simple solutions and tools will suffice and can be utilized again with other clients.

Appropriate Attire/Professional Conduct

Students are expected to dress in professional attire and conduct themselves in a professional manner during all clinical appointments. Standards for appropriate attire and professional conduct will be discussed during initial didactic sessions.

Absences

All scheduled absences must be approved by the instructor. You are responsible for notifying your client and making appropriate arrangements in the case of a serious illness. Make-up sessions must be completed within clinic hours and pre-arranged with the instructor to ensure that adequate supervision is available. *It is our responsibility to our clients to make every effort to have excellent attendance and to not be unduly absent from clinic sessions. As such, each clinician will be allowed only one non-University "excused" absence per semester. Absences in excess of one non-University excused absence per semester will negatively impact your course grade, 5% per additional absence.* In the event of a client absence, students will be expected to be present at the clinic to do one of the following: be available to assist with another clinician's therapy session if necessary, plan/prepare for the next session, observe other clients (please discuss options with the instructor).

For a list of excused absences, refer to Section VIII – University Policies.

Confidentiality

Students are responsible for maintaining client confidentiality **at all times**. This includes ensuring that all clinic records and any material with personal information on it remain **within** the clinic setting. Students are further expected to maintain confidentiality in conversations outside of the clinical setting.

Late Assignments/Paperwork

Reports and supporting materials are due on the dates discussed in didactic (unless otherwise specified by the instructor). If clinicians require more time for an assessment report given the status of your clients, students are expected to obtain approval from the instructor if more time is needed. **Any report turned in after the established due date, without approval from the instructor, will be graded down 10% of its original score (no exceptions).**

Coming to Clinic Unprepared

It is the student's responsibility to come to clinic prepared for both didactic discussion and clinical sessions. If the student is not prepared for either of these forums, this will be reflected in mid-term and final evaluation scores. If reading is assigned for an office hour appointment or a didactic session, it is expected that students will come to the meeting having read the material with questions/comments in mind for discussion.

IX. Methods of Evaluation for Grading

Each student’s final course grade will be based on the following 7 areas, with a total of 100% points possible:

Targeted Skill	Assignment	Weight
Writing Skills	Assessment Reports (20%)	40%
	Therapy Plans (5%)	
	Progress Reports (10%)	
	SOAPRS (5%)	
Evaluation Skills	CALIPSO sub score	10%
Intervention Skills	CALIPSO sub score	25%
Professional Practice, Interaction, and Personal Qualities	CALIPSO sub score	5%
Clinical Regulations	Password protecting documents HIPAA (2.5%)	5%
	Sanitizing room and supplies (2.5%)	
Clinic Assignments	Article Presentation (10%)	15%
	Interaction with supervisor (5%)	

Careful detail should be paid to both the form and content of all written material as these account for a large portion of your final grade. Examples of report format will be provided and discussed in class. Please take careful notes during these discussions and ask questions when you are unclear about written report format or content. **Grades for written assignments (Assessment reports, therapy plans, progress reports) will be given based on the first report submitted. Grades may be adjusted depending on the quality of the second report. Grades for SOAPRS will be given at the end of the semester. The grade will be assigned based on the student’s responsiveness to comments and/or edits and the quality of clinical writing demonstrated throughout the entire**

Grades are assigned based on a straight point scale, given the following percentages:

- A = 100 - 90%**
- B = 89.9 - 80%**
- C = 79.9 - 70%**
- D = 69.9 - 60%**
- F = below 59.9%**

CALIPSO scores will be based on the level of support required.

Independent: 4.0 – 3.7 points

Skill demonstration meets standards and student is independent in performance of a desired skill. Student demonstrates clear and consistent knowledge and demonstration of a desired skill. Minimal-to-no assistance from the instructor is required. Interactions with the instructor relative to this skill are collaborative only, without direct instructor assistance/guidance required.

Adequate with Support: 3.6 – 3.0 points

Skill demonstration approaches standard and is adequate with instructor support. Student evidences knowledge of and consistent demonstration of a desired skill, but independence without instructor assistance/guidance is not evident. Intermittent assistance/guidance from the instructor is required.

Emerging: 2.9 – 2.0 points

Skill development is emerging. Student evidences some knowledge of and intermittent ability to demonstrate a desired skill; however, consistent demonstration and clear knowledge is not evident. Additional instruction/guidance from the instructor is required. 1:1 demonstration from the instructor is not required.

Minimal: 1.9 – 1.5 points

Skill development is minimal. Student attempts stated requirement(s), but student demonstrates minimal knowledge of or ability to demonstrate a desired skill. Student requires consistent instructor assistance/guidance AND 1:1 demonstration from the instructor in skill development; student successfully duplicates supervisor's demonstrated skills in clinical sessions.

Not Begun: 1.5 – 1.0 points

Skill development has not begun. Student attempts stated requirement(s), but student demonstrates significant gaps in knowledge of, or significant difficulty demonstrating a desired skill. Student requires consistent instructor assistance/guidance AND 1:1 demonstration from the instructor in skill development; student does not duplicate supervisor's demonstrated skills in clinical sessions.

Course grades will be based on the following descriptive scale:

“A” - Performance of the student has been at the highest level, showing sustained excellence in meeting all course requirements and exhibiting an unusual degree of intellectual initiative.

“B” - Performance of the student has been at a high level, showing consistent and effective achievement in meeting course requirements.

“C” - Performance of the student has been at an adequate level, meeting the basic requirements of the course.

“D” - Performance of the student has been less than adequate, meeting only the minimum course requirements.

“F” - Performance of the student has been such that minimal course requirements have not been met.

X. Course Policies

A. Statement of Non-discrimination

California State University, Long Beach is committed to maintaining an inclusive learning community that values diversity and fosters mutual respect. All students have the right to participate fully in university programs and activities free from discrimination, harassment, sexual violence, and retaliation. Students who believe they have been subjected to discrimination, harassment, sexual violence, or retaliation on the basis of a protected status such as age, disability, gender, gender identity/expression, sexual orientation, race, color, ethnicity, religion, national origin, veteran/veteran status or any other status protected by law, should contact the Office of Equity & Diversity at (562) 985-8256, University Student Union (USU) Suite 301, <http://www.csulb.edu/depts/oed/>

B. Statement of Accessibility

It is the student's responsibility to notify the instructor in advance of the need for accommodation of a university verified disability (PS 11-07, Course Syllabi and Standard Course Outlines). Students needing special consideration for class format and schedule due to religious observance or military obligations must notify the instructor in advance of those needs. Students who need special consideration for class schedules due to military obligations

must notify the instructor at least one week in advance. Students who need special consideration for established religious observances should be notify the instructor during the first week of instruction.

Students who require additional time or other accommodation for assignments must secure verification/assistance from the CSULB Bob Murphy Access Center (BMAC). BMAC offers a variety of support services such as retention services, case management, disability management, writing assistance and tutoring. You can make an appointment via the front desk at BMAC located at the **Student Success Center, #110**, or by phone at, **562-985-5401** or via our new e-mail address **BMAC@csulb.edu**. The student is responsible for discussing his/her need with the instructor and for making appropriate arrangements. Please ask the instructor if you have any questions.

C. Cheating and Plagiarism

<http://catalog.csulb.edu/content.php?catoid=3&navoid=147&hl=Cheating+and+Plagiarism+&returnto=search#cheating-and-plagiarism>)

Definition of Plagiarism: Plagiarism is defined as the act of using the ideas or work of another person or persons as if they were one's own, without giving credit to the source. Such an act is not plagiarism if it is ascertained that the ideas were arrived at through independent reasoning or logic or where the thought or idea is common knowledge. Acknowledgement of an original author or source must be made through appropriate references, i.e., quotation marks, footnotes, or commentary. Examples of plagiarism include, but are not limited to, the following: the submission of a work, either in part or in whole, completed by another; failure to give credit for ideas, statements, facts, or conclusions that rightfully belong to another; in written work, failure to use quotation marks when quoting directly from another, whether it be a paragraph, a sentence, or even a part thereof; or close and lengthy paraphrasing of another's writing or programming. A student who is in doubt about the extent of acceptable paraphrasing should consult the instructor. Students are cautioned that, in conducting their research, they should prepare their notes by (a) either quoting material exactly (using quotation marks) at the time they take notes from a source or (b) departing completely from the language used in the source, putting the material into their own words. In this way, when the material is used in the paper or project, the student can avoid plagiarism resulting from verbatim use of notes. Both quoted and paraphrased materials must be given proper citations.

Definition of Cheating: Cheating is defined as the act of obtaining or attempting to obtain or aiding another to obtain academic credit for work by the use of any dishonest, deceptive or fraudulent means. Examples of cheating during an examination would include, but not be limited to the following: copying, either in part or in whole, from another test or examination; discussion of answers or ideas relating to the answers on an examination or test unless such discussion is specifically authorized by the instructor; giving or receiving copies of an exam without the permission of the instructor; using or displaying notes; using "cheat sheets," or other information or devices inappropriate to the prescribed test conditions, as when the test of competence includes a test of unassisted recall of information, skill, or procedure; allowing someone other than the officially enrolled student to represent the same. Also included are plagiarism as defined and altering or interfering with the grading procedures. It is often appropriate for students to study together or to work in teams on projects. However, such students should be careful to avoid use of unauthorized assistance and to avoid any implication of cheating, by such means as sitting apart from one another in examinations, presenting the

work in a manner which clearly indicates the effort of each individual, or such other methods as are appropriate to the particular course.

Academic Action Options: One or more of the following academic actions are available to the faculty member who finds a student has been cheating or plagiarizing. These options may be taken by the faculty member to the extent that the faculty member considers the cheating or plagiarism to manifest the student's lack of scholarship or to reflect on the student's lack of academic performance in the course. These actions may be taken without a request for or before the receipt of a Report from the Academic Integrity Committee.

1. Review – No action
2. An oral reprimand with emphasis on counseling toward prevention of further occurrences
3. A requirement that the work be repeated
4. Assignment of a score of zero (0) for the specific demonstration of competence, resulting in the proportional reduction of final course grade
5. Assignment of a failing final grade
6. Referral to the Office of Judicial Affairs for possible probation, suspension, or expulsion.

D. Attendance Policy

Students will record and submit therapy hours via CALIPSO. It is recommended that you submit your hours daily or weekly. This allows for the most efficient and accurate way to track and verify your clinical hours.

University attendance information:

<http://catalog.csulb.edu/content.php?catoid=3&navoid=147#class-attendance>

Students may have a valid reason to miss a class. When any of the following reasons directly conflict with class meeting times, students are responsible for informing faculty members of the reason for the absence and for arranging to make up missed assignments, tests, quizzes, and class work insofar as this is possible. Excused absences include, but are not limited to:

1. Illness, injury to the student, or medical conditions, including those related to pregnancy
2. Death, injury, or serious illness of an immediate family member. An immediate family member is defined as a close relative, or a person residing in the immediate household of the student.
3. Religious reasons (California Education Code section 89320)
4. Jury duty, military service, or other government obligation
5. University sanctioned or approved activities (examples include but are not limited to artistic performances, participation in scholarly conferences and presentations, intercollegiate athletic activities, student government, required class field trips, etc.)

Faculty members are not obligated to consider other absences as excused. The earliest possible notification is preferred for all excused absences. Advance notification (minimally one week in advance) is required and verification may be requested for the following absences: Jury duty, military service, or other government obligation; religious reasons; university-sanctioned or approved activities.

E. Withdrawal Policy

Regulations governing the refund of student fees in the California State University system are prescribed by the CSU Board of Trustees; see California Code of Regulations, Title 5, Education, Section 41802.

(<http://catalog.csulb.edu/content.php?catoid=3&navoid=147#cancellation-of-registration-or-withdrawal-from-csulb>)

1. Withdrawal during the first two weeks of instruction: Students may withdraw during this period and the course will not appear on their permanent records.
2. Withdrawal after the second week of instruction and prior to the final three weeks of the regular semester (20% of a non-standard session) of instruction: Withdrawals during this period are permissible only for serious and compelling reasons. The approval signatures of the instructor and school director are required. The request and approvals shall state the reasons for the withdrawal. Students should be aware that the definition of "serious and compelling reasons" as applied by faculty and administrators may become narrower as the semester progresses. Copies of such approvals are kept on file by Enrollment Services.
3. Withdrawal during the final three weeks of instruction: Withdrawal during the final three weeks of instruction is not permitted except in cases such as accident or serious illness where the circumstances causing the withdrawal are clearly beyond the student's control and the assignment of an Incomplete is not practical. Ordinarily, withdrawal in this category will involve total withdrawal from the campus except that a Credit/No Credit grade or an Incomplete may be assigned for other courses in which sufficient work has been completed to permit an evaluation to be made. Request for permission to withdraw under these circumstances must be made in writing on forms available from Enrollment Services. The requests and approvals shall state the reasons for the withdrawal. These requests must be approved by the instructor of record, school director (or designee), college dean (or designee), and the academic administrator appointed by the president to act in such matters. Copies of such approvals are kept on file by Enrollment Services.
4. Limits on Withdrawal: No undergraduate student may withdraw from more than a total of 18 units. This restriction extends throughout the entire undergraduate enrollment of a student at CSULB for a single graduation, including special sessions, enrollment by extension, and re-enrolling after separation from the University for any reason. The following exceptions apply:
 - a) Withdrawals prior to the end of the second week of a semester (13%) of instruction at CSULB,
 - b) Withdrawals in terms prior to fall 2009 at CSULB,
 - c) Withdrawals at institutions other than CSULB, and
 - d) Withdrawals at CSULB for exceptional circumstances such as serious illness or accident (the permanent academic record will show these as a WE to indicate the basis for withdrawal).
5. Medical Withdrawal: CSULB may allow a student to withdraw without academic penalty from classes if the following criteria are met:
 - a) A completed Medical Withdrawal Form, including any required documentation, is submitted to Enrollment Services before the end of the semester, and
 - b) The student presents evidence to demonstrate that a severe medical or debilitating psychological condition prevented the student from attending and/or doing the required work of the courses to the extent that it was impossible to complete the courses.

F. Campus Behavior

1. CSULB Statement on Civility and acts of Violence: “California State University, Long Beach, takes pride in its tradition of maintaining a civil and non-violent learning, working, and social environment. Civility and mutual respect toward all members of the University community are intrinsic to the establishment of excellence in teaching and learning. They also contribute to the maintenance of a safe and productive workplace and overall healthy campus climate. The University espouses and practices zero tolerance for violence against any member of the University community (i.e., students, faculty, staff, administrators, and visitors). Violence and threats of violence not only disrupt the campus environment, they also negatively impact the University’s ability to foster open dialogue and a free exchange of ideas among all campus constituencies”
To fulfill this policy, the University strives: 1) to prevent violence from occurring; and 2) to enforce local, state, and federal laws, as well as University regulations, regarding such conduct. The University also has established procedures for resolving and/or adjudicating circumstances involving violence, as well as threats of violence. A threat of violence is an expression of intention that implies impending physical injury, abuse, or damage to an individual or his/her belongings. All allegations of such incidents (i.e., acts and threats) will be aggressively investigated. Allegations that are sustained may result in disciplinary action up to and including dismissal from employment, expulsion from the University, and/or civil and criminal prosecution.
Members of the campus community are encouraged to promptly report any acts of violence, threats of violence, or other behavior which by intent, act, or outcome harm themselves or others. (Approved October 1997) (CSULB Catalog).
2. Preferred Gender Pronoun- This course affirms people of all gender expressions and gender identities. If you prefer to be called a different name than what is on the class roster, please let me know. Feel free to correct me on your preferred gender pronoun. You may also change your name for BeachBoard and MyCSULB without a legal name change. To submit a request, go to MyCSULB/Personal Information/Names. If you have any questions or concerns, please do not hesitate to contact your instructor.
3. Classroom Expectations- All students of the California State University system must adhere to the Student Conduct Code as stated in Section 41301 of the Title 5 of the California Code of Regulations, as well as all campus rules, regulations, codes and policies. Students, as emerging professionals, are expected to maintain courtesy, respect for difference, and respect for the rights of others.
4. Unprofessional and Disruptive Behavior- It is important to foster a climate of civility in the classroom, where all are treated with dignity and respect. Therefore, students engaging in disruptive or disrespectful behavior in class will be counseled about this behavior. If the disruptive or disrespectful behavior continues, additional disciplinary actions may be taken.

Week	Mondays		Wednesdays		Due Saturday by 9 p.m.
0	1/22/2020	<i>Syllabus Review policies & procedures Assessment Report Expectations Cueing Hierarchy Sign Up for Office Hours*</i>	1/22/2020	<i>Data Collection & Multidimensional Scoring Goal Writing Q & A: assessment plans</i>	Assessment plans
1	1/27/2020	<i>Data Collection & Multidimensional Scoring Continued Dysphagia & Voice Screener SOAPRs: Q & A</i>	1/29/2020	First day with clients Office Hour	
2	2/3/2020	<i>Q&A: CALIPSO Q&A: Assessment Report</i>	2/5/2020	Office Hour: <i>Case Presentation & Article Presentation Requirements</i>	
3	2/10/2020		2/12/2020	Office Hour	**Client 1: Assessment Report & Therapy Plan Due
4	2/17/2020		2/19/2020	Office Hour	**Client 2: Assessment Report & Therapy Plan Due
5	2/24/2020		2/26/2020	Office Hour	
6	3/2/2020	<i>Article Presentations (1-3)</i>	3/4/2020	Office Hour <i>Article Presentations (4-6)</i>	Be ready to discuss each client's priority level for the client status form at the midterm evaluation.
7	3/9/2020	Midterm Evaluations - No Clients	3/11/2020	Office Hour	
8	3/16/2020		3/18/2020	There will be a sub supervisor this day	
9	3/23/2020		3/25/2020	Office Hour	
10	4/6/2020		4/8/2020	Office Hour	
11	4/13/2020		4/15/2020	Office Hour	
12	4/20/2020		4/22/2020	Office Hour <i>Progress Report Requirements Close Out documentation</i>	
13	4/27/2020		4/29/2020	Office Hour	*All Progress Reports Due
14	5/4/2020		5/6/2020	Office Hour	
15	5/11/2020	<i>Reflect on the past semester</i> Present Progress Reports to Clients	5/13/2020	Clinic Close Out - No Clients	

*Office Hours

Individual students may choose a 30-minute interval that works best. See link on beachboard for the on-line sign-up sheet. Office hour held for all students will occur from 12:00-1:00 PM.

**Drafts: Will be returned in the order they are submitted. If no further changes are needed, I'll notify you via email, and I'll sign the hard copy during my office hours.

SOAPRS and Communication Logs are due by 11:00 a.m. the day clinic starts. These should be password protected and labeled as follows:

- ➔ Your first & Last Name – Communication Log (Lisa Chatter- Communication Log)
- ➔ Your first name – session time – session # and date (Lisa- #1, 1/27/2020)

