

GUIDELINES FOR EXTERNSHIP PLACEMENT SPEECH-LANGUAGE PATHOLOGY

WEEK 1 (Orientation to the Setting/Placement)

- DAYS 1 & 2
 - Discuss the supervision contract (including the student's goals for the placement)
 - Discuss the caseload which the student will assume and the student's previous clinical experience
 - Describe administrative and organizational procedures (i.e., referral procedures, statistics and recordkeeping, charting and report writing)
 - Review schedule and weekly appointments (i.e., rounds, departmental meetings)
 - Familiarize student with assessment and treatment materials available
 - Introduce student to colleagues and orient student to physical setting (if possible, provide a "work space" for the student)

- DAYS 3 to 5
 - Student will observe clinician working with clients who are presently on the clinician's caseload
 - Student may administer all or part of an assessment or treatment session with new clients
 - Feedback will be provided by the clinician following all sessions, within schedule constraints

WEEK 2 (Close Supervision)

- Student will take responsibility for at least 2 direct client contact hours per day (i.e., prepare plans, select materials, and implement assessment and/or treatment sessions)
- Student will observe the clinician for up to 2 hours per day
- Feedback will be provided by the clinician following all sessions

WEEKS 3 to 6 (Close Supervision)

- Student will have 3-4 direct client contact hours per day (i.e., prepare plans, select materials, and implement assessment and/or treatment sessions)
- Feedback will be provided by the clinician following all sessions, within schedule constraints

WEEK 6

- Midterm Evaluation

WEEKS 6 to 11

- Student should obtain a minimum of 4 direct client contact hours per day (i.e., prepare plans, select materials, and implement assessment and/or treatment sessions)
- Student must be supervised for at least 25% of all treatment sessions, 50% of EACH assessment session, and 100% of interventions that carry risk of harm (such as dysphagia assessment, taking initial case history, communicating results and recommendations following initial assessment, etc.)
- Feedback will be provided by the clinician following all sessions, within schedule constraints

WEEK 12

- Final week may include direct client contact and/or report writing (depending on caseload)
- Final evaluation