

**Document:** Proposed Rule, **Register Page Number:** 26 IR 3419

**Source:** July 1, 2003, Indiana Register, Volume 26, Number 10

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**TITLE 880 SPEECH-LANGUAGE PATHOLOGY  
AND AUDIOLOGY BOARD**

**Proposed Rule**  
LSA Document #03-53

**DIGEST**

Adds 880 IAC 1-2.1 to establish requirements for speech-language aides. Repeals 880 IAC 1-2. Effective 30 days after filing with the secretary of state.

**880 IAC 1-2**  
**880 IAC 1-2.1**

SECTION 1. 880 IAC 1-2.1 IS ADDED TO READ AS FOLLOWS:

**Rule 2.1. Aides**

**880 IAC 1-2.1-1 Definitions**

**Authority:** IC 25-25.6-2-2

**Affected:** IC 25-35.6-1-2

**Sec. 1.** The following definitions apply throughout this rule:

(1) “Aide” means a person employed as support personnel under the direction and authority of the supervising licensed speech-language pathologist. This rule applies to all support personnel when providing direct client services in the area of speech-language pathology intervention.

(2) “Board” means the speech-language pathology and audiology board.

(3) “Bureau” means the health professions bureau.

(4) “Direct supervision” of an SLP aide I and an SLP aide II means on-site, in-view observation and guidance by the supervising speech-language pathologist while an assigned therapeutic activity is being performed.

(5) “SLP aide I” means a speech-language pathology aide I.

(6) “SLP aide II” means a speech-language pathology aide II.

(7) “Supervisor”, when referring to a speech-language pathology aide, means a person who holds a current Indiana license as a speech-language pathologist and has been approved by the board to supervise an aide as provided by IC 25-35.6-1-2(g).

*(Speech-Language Pathology and Audiology Board; 880 IAC 1-2.1-1)*

**880 IAC 1-2.1-2 Educational requirements for SLP aide I**

**Authority:** IC 25-35.6-2-2

**Affected:** IC 25-35.6-1-2

**Sec. 2.** The minimum educational requirement for an SLP aide I shall be a high school degree or equivalent. *(Speech-Language Pathology and Audiology Board; 880 IAC 1-2.1-2)*

**880 IAC 1-2.1-3 Educational requirements for SLP aide II**

**Authority:** IC 25-35.6-2-2

**Affected:** IC 25-35.6-1-2

**Sec. 3. (a)** The minimum educational requirement for an SLP aide II is an associate degree or its equivalent from an

accredited institution in the area for which the applicant is requesting to be registered.

(b) As used in this section, “equivalent” means having completed the following:

(1) A minimum of a sixty (60) semester credit hours in a program of study that includes general education and the specific knowledge and skills for a speech-language pathology assistant.

(2) A minimum of twenty-four (24) credit hours of the sixty (60) semester hours required must be completed in general education. The general education curriculum shall include, but is not limited to, the following:

(A) Oral and written communication.

(B) Mathematics.

(C) Computer applications.

(D) Social sciences.

(E) Natural sciences.

(3) A minimum of twenty-four (24) credit hours of the sixty (60) semester credit hours required must be completed in technical content areas. Technical content course work provides students with knowledge and skills to assume the job responsibilities and core technical skills for the speech-language pathology assistant and must include the following:

(A) Instruction about normal processes of communication.

(B) Instruction targeting the practices and methods of service delivery, which are specific to speech-language pathology assistants.

(C) Instruction regarding the treatment of communication disorders.

(D) Instruction targeting the following workplace behavior and skills:

(i) Working with clients or patients in a supportive manner.

(ii) Following supervisor’s instructions.

(iii) Maintaining confidentiality.

(iv) Communicating with oral and written forms.

(v) Following established health and safety precautions.

(E) Clinical observation.

(F) A minimum of one hundred (100) clock hours of supervised field experience that provides the applicant with appropriate experience for learning speech-language pathology assistant-specific job responsibilities and speech-language pathology assistant-specific workplace behaviors of the speech-language pathology assistant.

*(Speech-Language Pathology and Audiology Board; 880 IAC 1-2.1-3)*

#### **880 IAC 1-2.1-4 Application for registration**

Authority: IC 25-35.6-2-2

Affected: IC 25-35.6-1-2

Sec. 4. (a) The application for approval of an SLP aide I or SLP aide II must be made on a form provided by the bureau and submitted to the board by the supervisor, under whose direct supervision the SLP aide I or SLP aide II will work, with all documentation as requested.

(b) The application must contain the following information:

(1) The supervisor’s name, address, phone number, and current Indiana license number.

(2) The name and location of where services will be performed.

(3) A detailed description of the responsibilities assigned to the SLP aide I or SLP aide II.

(4) A certified statement from the supervisor that the SLP aide I and SLP aide II will be supervised as required by IC 25-35.6-1-2 and this rule.

(5) A certified statement from the SLP aide I or SLP aide II that he or she may not perform any activity as specified in section 7 of this rule.

(6) A certified statement that the SLP aide I or SLP aide II may perform the tasks as specified in section 8 of this rule if delegated by the supervisor.

(7) An application fee as specified in section 5 of this rule.

(8) Official transcripts from an educational institution as follows:

(A) SLP aide I: Proof of a high school degree or equivalent.

(B) SLP aide II: Official transcript from an educational institution recognized by the board, certifying that the applicant possesses an associate’s degree or its equivalent from an accredited institution in the area for which the applicant is

requesting to be registered.

(9) Any other information as required by the board.

(c) When an application has been approved by the board, a certificate of registration will be issued by the bureau.

(d) An SLP aide I and SLP aide II may not begin work before his or her application has been approved by the board. *(Speech-Language Pathology and Audiology Board; 880 IAC 1-2.1-4)*

#### **880 IAC 1-2.1-5 Report change of information**

Authority: IC 25-35.6-2-2

Affected: IC 25-35.6-1-2

Sec. 5. The supervisor must report any change in activities or supervision at the time the change occurs by submitting a new application and fee as specified in section 4 of this rule within fourteen (14) days. *(Speech-Language Pathology and Audiology Board; 880 IAC 1-2.1-5)*

#### **880 IAC 1-2.1-6 Renewal of registration**

Authority: IC 25-35.6-2-2

Affected: IC 25-35.6-1-2

Sec. 6. (a) A registration issued under section 2 of this rule expires on December 31 of each year. A supervisor must renew the registration by submitting a renewal form provided by the bureau and a fee as specified in 880 IAC 1-1-5.

(b) In order to avoid any interruption of work activity, a registration must be renewed prior to December 31 of each year.

(c) Information submitted with the renewal form shall include the following:

- (1) The nature and extent of the functions performed by the aide during the preceding year.
- (2) The nature and extent of the training completed by the aide during the preceding year.
- (3) Any other information required by the board.

(d) The supervisor must report any change in information required by subsection (a) to the board at the time the change occurs by submitting a new application and fee as specified in 880 IAC 1-1-5.

(e) An SLP aide I and SLP aide II may not continue working after his or her registration has expired. Any such continuation will constitute a violation of this section.

(f) If a supervisor does not renew the SLP aide I or SLP aide II registration on or before December 31, the registration becomes invalid. The supervisor must submit a new application and fee as specified in section 4 of this rule. *(Speech-Language Pathology and Audiology Board; 880 IAC 1-2.1-6)*

#### **880 IAC 1-2.1-7 Activities prohibited by the SLP aide I and SLP aide II**

Authority: IC 25-35.6-2-2

Affected: IC 25-35.6-1-2

Sec. 7. An SLP aide I and/or SLP aide II may not perform any of the following activities:

- (1) Standardized or nonstandardized diagnostic tests, formal or informal evaluations, or interpret test results.
- (2) May not participate in parent conferences, case conferences, or any interdisciplinary team without the presence of the supervisor or other licensed speech-language pathologist designated by the supervisor.
- (3) May not provide patient/client or family counseling.
- (4) May not write, develop, or modify a patient's or client's individualized treatment plan in any way.
- (5) May not assist with a patient or client without following the individualized treatment plans prepared by the supervisor or without access to supervision.
- (6) May not sign any formal documents, for example, treatment plans, reimbursement forms, or reports. However, the SLP aide I and/or SLP aide II may sign or initial informal treatment notes for review and cosignature by the supervisor.

if specifically asked to do so by the supervisor.

(7) May not select patients or clients for services.

(8) May not discharge a patient or client from services.

(9) May not disclose clinical or confidential information either orally or in writing to anyone other than the supervisor.

(10) May not make referrals for additional service outside the scope of the intervention setting.

(11) May not communicate with the patient, client, family, or others regarding any aspect of the patient or client status or service without the specific consent of the supervisor.

(12) May not counsel or consult with the patient, client, family, or others regarding the patient or client status or service.

(13) May not represent himself or herself as a speech-language pathologist.

*(Speech-Language Pathology and Audiology Board; 880 IAC 1-2.1-7)*

#### **880 IAC 1-2.1-8 Tasks that may be delegated to the SLP aide I and SLP aide II**

**Authority:** IC 25-35.6-2-2

**Affected:** IC 25-35.6-1-2

**Sec. 8.** The following tasks may be delegated to an SLP aide I and/or SLP aide II if the tasks have been planned by the supervisor and the SLP aide I and/or SLP aide II has been provided with adequate training to perform the task competently:

(1) Assist the supervisor with speech-language and hearing screenings (without interpretation).

(2) Follow documented treatment plans or protocols developed by the supervisor.

(3) Document patient or client performance, for example:

(A) tallying data for the speech-language pathologist to use; and

(B) preparing charts, records, and graphs;

and report this information to the supervising speech-language pathologists.

(4) Assist the supervisor during assessment of patients or clients.

(5) Assist with informal documentation as directed by the supervisor.

(6) Assist with clerical duties, such as preparing materials and scheduling activities as directed by the supervisor.

(7) Perform checks and maintenance of equipment.

(8) Support the supervisor in research projects, in-service training, and public relations programs.

(9) Assist with departmental operations (scheduling, record keeping, and safety and maintenance of supplies and equipment).

(10) Correct data for quality improvement.

(11) Exhibit compliance with regulations, reimbursement requirements, and SLP aide I and SLP aide II job responsibilities.

*(Speech-Language Pathology and Audiology Board; 880 IAC 1-2.1-8)*

#### **880 IAC 1-2.1-9 Supervisors; responsibilities**

**Authority:** IC 25-35.6-2-2

**Affected:** IC 25-35.6-1-2

**Sec. 9. (a)** Prior to utilizing an aide, the supervisor shall carefully delineate the role and tasks of the SLP aide I and/or SLP aide II, including the following:

(1) Specific lines of responsibility and authority.

(2) Assurance that the SLP aide I and/or SLP aide II is responsible only to the supervisor in all patient/client activities. The supervisor must assess individual client needs when deciding the appropriateness of a support personnel service delivery model.

**(b)** When an aide assists in providing treatment, the supervisor of the SLP aide I and/or SLP aide II shall do the following:

(1) The supervisor of the SLP aide I shall provide direct supervision a minimum of twenty percent (20%) weekly for the first ninety (90) days of work and ten percent (10%) weekly after the initial work period. The supervisor must be physically present within the same building as the SLP aide I whenever direct client care is provided. The supervisor must directly provide a minimum of thirty-three percent (33%) of the patient's or client's treatment weekly.

(2) The supervisor of the SLP aide II shall provide direct supervision a minimum of twenty percent (20%) weekly for the first ninety (90) days of work and ten percent (10%) weekly after the initial work period. Supervision days and times

should be alternated to ensure that all individuals receive direct contact with the supervisor at least once every two (2) weeks. At no time should an SLP aide II perform tasks when a supervisor cannot be reached by personal contact, telephone, pager, or other immediate means.

(3) The amount of supervision may be adjusted depending on the competency of the SLP aide I or SLP aide II, the needs of the patients or clients served, and the nature of the assigned tasks; however, the minimum standard must be maintained. The supervisor must determine supervision needs. Indirect supervision activities may include, but are not limited to, record review, phone conferences, or audio/video tape review.

(4) Determine the responsibilities assigned to the SLP aide I and/or SLP Aide II based upon the educational level, training, and experience of the aide.

(5) Evaluate each patient or client prior to treatment.

(6) Outline and direct the specific program for the clinical management of each client assigned to the SLP aide I and/or SLP aide II.

(7) Every five (5) working days, review all data and documentation on clients seen for treatment by the SLP aide I and/or SLP aide II.

(8) Ensure that, at the termination of services, the case is reviewed by the speech-language pathologists responsible for the client.

(c) The supervisor shall not permit an SLP aide I and/or SLP aide II to make decisions regarding the diagnosis, management, or future disposition of clients.

(d) The supervisor must officially designate an SLP aide I and/or SLP aide II, as such, on all clinical records.

(e) The supervisor must be present when the SLP aide I and/or SLP aide II provides direct client treatment outside the designated practice setting.

(f) The supervisor may designate a licensed speech-language pathologist to supervise a SLP aide I and/or SLP aide II under his or her supervision during vacation periods or illness, but for no longer than a thirty (30) day period.

(g) Within ten (10) days after the termination of the supervision of an SLP aide I and SLP aide II, the supervisor shall notify the board, in writing, of the termination and the date of the termination and may designate a licensee to serve as an interim supervisor for a period not to exceed thirty (30) days upon approval of the board. An interim supervisor is not required to pay a fee for the thirty (30) day period.

(h) A supervisor may not supervise more than three (3) aides at one (1) time.

(i) A supervisor must be a licensed speech-language pathologist for a minimum of two (2) years prior to registering and supervising an SLP aide I and/or SLP aide II. (*Speech-Language Pathology and Audiology Board; 880 IAC 1-2.1-9*)

#### **880 IAC 1-2.1-10 SLP Aides previously registered under 880 IAC 1-2**

Authority: IC 25-35.6-2-2

Affected: IC 25-35.6-1-2

Sec. 10. (a) SLP aides previously registered under 880 IAC 1-2, which meet the educational requirements of section 2 of this rule, shall be registered as an SLP aide I without the necessity of filing an additional application under section 4 of this rule.

(b) SLP aides previously registered under 880 IAC 1-2, which meet the educational requirements of section 3 of this rule, shall be registered as an SLP aide II without the necessity of filing an additional application under section 4 of this rule. (*Speech-Language Pathology and Audiology Board; 880 IAC 1-2.1-10*)

SECTION 2. 880 IAC 1-2 IS REPEALED.

*Notice of Public Hearing*

*Under IC 4-22-2-24, notice is hereby given that on August 5, 2003 at 10:40 a.m., at the Indiana Government Center-South, 402 West Washington Street, Conference Center Room 12, Indianapolis, Indiana the Speech-Language Pathology and Audiology Board will hold a public hearing on proposed rules concerning educational, registration, and renewal requirements for speech-language pathology aides I and II; professional activities of speech-language pathology aides I and II; supervision of speech-language pathology aides I and II; and registration of aides previously registered under 880 IAC 1-2. Copies of these rules are now on file at the Indiana Government Center-South, 402 West Washington Street, Room W066 and Legislative Services Agency, One North Capitol, Suite 325, Indianapolis, Indiana and are open for public inspection.*

Lisa R. Hayes  
Executive Director  
Health Professions Bureau