



**(REVIEWED DURING ORIENTATION SUMMER 2024)**

## **INTRODUCTION**

The audiology practicum assignments are an essential educational component of the audiology doctoral program. To ensure success of clinical experiences for the audiology doctoral student, this handbook was designed as a guide covering all four years of the program. The handbook is organized so that general information is presented first; this is information that is related to students in all four years of the program. This is followed by sections containing information as it pertains to each year of the program.

## **GENERAL INFORMATION**

### **Non-Discriminatory Policy**

Individuals must not discriminate in the delivery of professional services on any basis that is unjustifiable or irrelevant to the need for and potential benefit from services such as: race, sex, age, religion, national origin, sexual orientation, or handicapping condition.

### **Confidentiality**

Students are required to follow departmental policies and Health Insurance Portability and Accountability Act (HIPAA) of 1996 policies regarding confidentiality. The requirements of HIPAA apply to the storage and/or electronic transmissions of patient related information and are intended to ensure patient confidentiality for all health care related information.



## Grand Rounds

Mandatory Grand Round meetings are held for all first-, second-, and third-year students enrolled in the Au.D. Program. Students will be notified of scheduled times and locations. Typically, Grand Rounds are held in person in PCD 1147. Grand Rounds occurs monthly during each semester. If warranted, excuses may be granted by the Audiology Program Director on a case-by-case basis. Each unexcused absence will result in a letter grade reduction. Students are expected to arrive to Grand Rounds on time. However, if two tardies occur, the grade will be reduced by a letter grade.

Attendance at Grand Rounds is included as a component toward the grade for Clinic year, Audiology Clinic Practica I, II, & III in the second year, and Audiology Clerkship Practica I, II, & III in the third year.

## Special Guest Speakers

On occasion, there will be guest speakers presenting on particular topics related to Audiology. Students are expected to attend these events as they enhance . Additionally, students are required to wear business casual attire to all guest speaker presentations.

## Level 2 Background Check

To comply with Florida State Laws, all student clinicians will be required to have a Background Screening/Fingerprint Scan completed. The instructions for beginning this process are included (USF Audiology Program-Background Check Instructions Document). The fee of \$75.25 is the responsibility of the student.

**Follow step 1 (log into [www.verifystudents.com](http://www.verifystudents.com)). Click on the student login/report retrieval blue button at the top right. Enter your email and password. Once you enter the system click on the order new report tab. The code you will use is listed in step 2: USFAPBG. After that follow the rest of the instructions attached.**

Once you have completed the Background/Fingerprinting your Typhon portfolio will automatically reflect that this requirement has been met. After the first year of the AuD program, students will be required at the beginning

## **HIPAA Certification**

A part of being a healthcare provider is knowing the rules and regulations regarding HIPAA. Because the clinic serves not just for providing audiology services to

solving in ways that make it easier (not harder) for others to accomplish their work.

11. You properly credit others for their work.
12. You sign your work.
13. You take responsibility for your actions, your reactions, and your inaction.  
This means you do not avoid responsibility by offering excuses, by blaming others, by emotional displays, or by helplessness.
14. You do not accept professional duties or tasks for which you are personally or professionally unprepared.
15. You do what you say you will do, by the time you said you would do it, and to the degree of quality you said you would do it.
16. You take active responsibility for expanding the limits of your own knowledge, understanding, and skill.
17. You vigorously seek and tell the truth, including those truths that may be less flattering to you.
18. You accept direction (including correction) from those who are more knowledgeable or more experienced. You provide direction (including

## Cell Phones

Cell phones must be turned off when students are in clinic. Under no circumstances should a cell phone ring when attending to a patient. If the student has special circumstances regarding receipt of a phone call, the supervisor must be made aware of this.

## KASA Competencies

### Student Learning

#### Outcomes:

Upon completion of this course, students will achieve growth in clinical competencies that will allow them to become audiologists who are able to apply knowledge and demonstrate skills in the following KASA competencies listed below:

#### **KASA Standards:**

KASA Standard	How achieved?	How assessed?
<p>3.1.1A Professional Practice Competencies</p> <p>Refer to the 2023 Audiology Standards on the ASHA website for specific details.</p>	<p>Direct clinical experience via assigned clinical time</p>	<p>Formative Assessment: Daily verbal &amp; written feedback Midterm evaluation</p> <p>Summative Assessment: Clinical Practical-Year 2 Case Presentation-Year 3 &amp; 4 End of Semester Evaluation-All</p>
<p>3.1.2A Foundations of Audiology Practice</p> <p>Refer to the 2023 Audiology Standards on the ASHA website for specific details.</p>	<p>Direct clinical experience via assigned clinical time</p>	<p>Formative Assessment: Daily verbal &amp; written feedback Midterm evaluation</p> <p>Summative Assessment: Clinical Practical-Year 2 Case Presentation-Year 3 &amp; 4 End of Semester Evaluation-All</p>
<p>3.1.3A Identification and Prevention of Hearing Loss, Tinnitus, and Vestibular Disorders</p> <p>Refer to the 2023 Audiology Standards on the ASHA website for specific details.</p>	<p>Direct clinical experience via assigned clinical time</p>	<p>Formative Assessment: Daily verbal &amp; written feedback</p>

<p>3.1.4A Assessment of the structure and function of the auditory and vestibular systems as well as the impact of any changes to such systems</p> <p>Refer to the 2023 Audiology Intervention to Standards website for specific details.</p>	<p>Direct clinical experience via assigned clinical time</p>	<p>Formative Assessment: Daily verbal &amp; written feedback Midterm evaluation</p> <p>Summative Assessment: Clinical Practical-Year 2 Case Presentation-Year 3 &amp; 4 End of Semester Evaluation-All</p>
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3.1.5A Intervention to minimize the effects of changes in the auditory and vestibular systems on an individual's ability to participate in his or her



The professionalism component of the evaluation form is graded based on exceptional, satisfactory, or unsatisfactory performance. Should any student earn an unsatisfactory ( U ) in any of the professionalism responsibilities, their clinic practica grade will automatically drop by one letter grade. If more than one U is earned throughout the second year, a student will not be permitted to register for Clerkship I and will be placed on a Clinical Assistance Program (CAP) focusing on

in the designated practica the student will be required:

- a. For Second Year Students - To repeat the designated practica. Remember that clinical practica are only offered once a year.
- b. For the Third- and Fourth-Year Students To successfully repeat the designated practica before proceeding to the next practica.
- c. To receive counseling by the CAP supervisor, Audiology Clinic Director/Clerkship or Externship Coordinator and the Audiology Program Director.

## **Cerumen Management**

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Affordable scrubs to be purchased by the student from *Discount Uniform Store* located at

## **End of the Semester Practical Exams**

Each student will be given

## THIRD YEAR STUDENT INFORMATION

### Clinic Hours – Year 3 off-campus (Clerkship I, II, III)

Students will rotate through a specific sequence of clinical settings designed to provide a variety of clinical experiences (e.g., adult diagnostics, pediatric diagnostics, adult hearing aids, pediatric hearing aids, vestibular evaluation/treatment).

Each of the three clerkship experiences will take place in different settings. VA traineeships or other paid clerkships may only be counted as one of the three clerkship experiences. Only one clerkship assignment will be approved per semester.

The minimum number of clerkship hours is listed below for each semester as well as for the entire year. Please be aware that an individual site may expect more hours than are listed.

Summer Semester	10 weeks at 10 hours/week	100 hours on site
Fall Semester	14 weeks at 10 hours/week	140 hours on site
Spring Semester	<u>14 weeks at 10 hours/week</u>	<u>140 hours on site</u>
	Total minimum hours on site	380 hours