**Class Code: 7294**

**LOCAL DISTRICT CLASSIFICATION PLAN**

**CLASS TITLE: SPEECH-LANGUAGE PATHOLOGIST**

**BASIC FUNCTION:**

Under the direction of the Admissions & Release Committee, screen, assess and identify students with communication disorders which adversely affect their educational progress. Develop and provide direct and indirect services within the student’s educational setting, based on established IEP goals and objectives.

**REPRESENTATIVE DUTIES:**

* Implement all rules and regulations, policies and administrative guidelines as adopted by the Board of Education and/or the school SBDM Council.
* Prepare written evaluations and maintain records which clearly and succinctly document services provided, student progress and discharge from therapy as recommended to the Admissions & Release Committee.
* Comply with evaluations standards and determine eligibility for services based on the *Kentucky Eligibility Guidelines for Communication Disorders*.
* Effectively communicate test results, diagnosis and proposed treatment plans to the *Admissions and Release Committee.*
* Participate in the multidisciplinary team process regarding eligibility issues, *Individual Education Plan* (IEP) development, consultation services and service delivery models.
* Assure compliance with established state and federal laws, regulations, policies, and procedures.
* Prepare reports as needed by the local school district and/or the KY Department of Education.
* Develop treatment plans consistent with the IEP. Review therapy goals and objectives and make recommendations for changes as appropriate to the Admissions & Release Committee.
* Employ instructional/therapeutic methods and materials that are appropriate for meeting each student’s goals and objectives.
* Operate and maintain a variety of therapeutic equipment and train others in use of the equipment as necessary.
* Assess, select and develop augmentative and/or alternative communication systems and provide training in their use.
* Participate in hearing screening programs to identify and refer students with suspected hearing impairment and/or middle ear disorders.
* Supervise and coordinate the activities of any assigned staff. Adhere to state law regarding the type and amount of supervision required for licensed speech-language pathology assistant(s).

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**REPRESENTATIVE DUTIES - continued:**

* Communicate with students who have disorders of communication, their families, caregivers and other service providers relative to the student’s disability and its management. Assist in development of classroom activities to meet the communication needs of the student.
* Communicate with appropriate agencies, schools and other organizations as needed in order to meet the needs of students with communication disabilities.
* Perform related duties as assigned.
* Remain at work during the entire workday unless excused by supervisor or designated representative.
* Maintain a professional appearance.
* Incorporate the use of technology in daily tasks.
* Maintain regular attendance.
* Adhere to the Professional Code of Ethics.
* Remain current concerning instructional and technological advances and other matters concerning speech-language therapy. Attend and participate in professional workshops and conferences. Provide in-service training to other professionals and paraprofessionals.
* Attend staff meetings and serve on committees as needed.
* Operate office equipment, as appropriate.
* Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF :**

1. Principles and techniques of speech-language therapy
2. Methods and procedures for assessment and treatment of communication disorders (speech sound production and use, receptive and expressive language, fluency, voice, oral motor, etc.)
3. State and federal laws and regulations regarding special education records, due process and service provision
4. Local school district policies and procedures
5. State laws and regulations governing the practice of speech-language pathology.
6. Kentucky Eligibility Guidelines for Communication Disabilities
7. Principals of training & supervising staff
8. Health and safety regulations

**Speech Language Pathologist - Continued Page 3**

**ABILITY TO:**

1. Provide speech-language therapy to eligible students.
2. Develop and evaluate the appropriateness of treatment plans (IEPs).
3. Develop student rapport and establish a positive therapeutic atmosphere.
4. Communicate and work effectively with the families of students with disabilities.
5. Work collaboratively with other professionals.
6. Maintain student records and prepare reports as specified by the District.
7. Read, interpret, apply and explain rules, regulations, policies, and procedures.
8. Prepare written evaluations and reports.
9. Remain current concerning knowledge of therapeutic and special issues.
10. Operate and maintain therapeutic and office equipment.
11. Prioritize and schedule work.
12. Meet schedules and timelines.
13. Train and supervise others as needed.
14. Observe health and safety regulations.

**EDUCATION AND EXPERIENCE:**

A master’s degree or any combination equivalent to a master’s degree in the area of speech-language pathology from an accredited program in speech-language therapy, and all other requirements as set forth in KRS334A.050.

**LICENSES AND OTHER REQUIREMENTS**

Valid speech-language pathology license issued by the Kentucky Board of Speech-Language Pathology and Audiology, or interim license, issued by the Kentucky Board of Speech-Language Pathology and Audiology. Must maintain any national certification (such as American Speech-Hearing Association) required to bill Medicaid for services. In lieu of the full certification through the American Speech-Hearing Assocation, the employee must begin working on a clinical fellowship and complete the process in the time required by ASHA to obtain the certification.

**Speech Language Pathologist - Continued Page 4**

**PHYSICAL DEMANDS:** ►

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Seldom/Rare** | **Occasional**  **(up to 1/3 of work day)** | **Frequent**  **(1/3 to 2/3 of work day)** | **Repetitive**  **(2/3 or more of work day)** |
| Standing/Walking |  |  |  | ► |
| Sitting |  |  |  | ► |
| Handle/Finger/Feel |  |  | ► |  |
| Reach/Push/Pull | ► |  |  |  |
| Bend/Stoop/Crouch | ► |  |  |  |
| Kneel/Crawl | ► |  |  |  |
| Climb/Balance | ► |  |  |  |
| Lift/Carry  (Check Frequency) |  |  |  |  |
| ► Up to 10 lbs. |  |  |  |  |
| ► Up to 20 lbs. | ► |  |  |  |
| ► Up to 50 lbs. | ► |  |  |  |
| ► Up to 100 lbs. | ► |  |  |  |
| ► Over 100 lbs. | ► |  |  |  |

**TERMS OF EMPLOYMENT**:

Salary and work year to be established by the Board.

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions of the Board’s policy on Evaluation of Personnel.

The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this job classification. These statements are not intended to be a complete list of responsibilities, duties and skills required of personnel so assigned. Responsibilities and duties assigned are at the discretion of the supervisor.

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Signature Date

Print Name