

EXAMPLE**Competency Rating Scale for Speech-Language Pathology Assistants**

SLPA Name:	
SLPA Supervisor Name:	
SLP Supervisor License #	SLPA License #
Site:	
Site Address:	

SKILLS:

- 1- needs assistance, training or modeling
- 2- minimal independence, needs frequent modeling or clarification
- 3- Needs assistance at times, works with some independence
- 4- mostly able to show full independence, seeks for clarification when appropriate
- 5- able to do with full independence, seeks for appropriate clarification, shows full competency within the SLPA scope of practice

Skills	1	2	3	4	5
Clerical Skills					
Assists with clerical skills and department operations (preparing materials, scheduling, keeping records)					
Participates in and seeks for ongoing in-service training					
Performs checks, maintenance of equipment as needed					
Prepares and maintains patient/client/ student charts, records or graphs					
Interpersonal Skills					
Interacts positively with a respectful attitude towards client/student/patient.					
Greets patient/client/ student, parent, and all other professionals with appropriate forms of address and identifies self as SLPA in all situations.					
Relays information and concerns to supervising SLP from teachers, team members, family, client as appropriate for SLPAs. Does not share or volunteer information that should be shared by SLP.					
Communicates respectfully with other team professionals					
Uses language appropriate to a patient/client/student's or family's education level and understanding, developmental age or communication disorder					
Demonstrates awareness and respect for a patient/client/student's cultural background and values					
Works collaboratively with SLP. Shows ability to express ideas, concerns, session data and student/client/patient performance.					

Skills	1	2	3	4	5
Professional Conduct In Work Setting					
Recognizes and respects limitations within SLPA Scope of Practice					
Demonstrates ethical behavior and understanding at all times					
Demonstrates awareness and use of confidentiality within the work setting appropriate to patient/client/student records and interaction.					
Identifies self as a SLPA in all written and oral communication					
Arrives punctually and is prepared for work related activities					
Completes documentation and other assigned tasks in a timely manner					
Maintains personal appearance and language use appropriate for work setting					
Is able to evaluate own performance objectively (discuss what went well, what to improve upon next session)					
Participates in screening activities appropriately and accurately as directed by SLP					
Seeks clarification as needed to follow prescribed treatment plan developed by Supervising SLP					
Actively participates in interaction with SLP Supervisor and incorporates suggestions for improvement into practice					
Demonstrates appropriate universal precaution and infection controls consistent with setting					
Uses appropriate methods for physically management of patient/client/student (hand holding, carefully guiding through hallway) if needed according to state guidelines					
Technical Skills					
Accurately follows treatment protocol as developed by Supervising SLP					
Provides appropriate feedback to the patient/client/student as to the accuracy of their responses					
Identifies and describes relevant patient/client/student responses to the Supervising SLP					
Identifies and describes relevant patient/client/student or caregiver behaviors to supervising SLP					
Uses appropriate stimuli/cues/prompts with the patient/client/student to elicit target behaviors as defined in the treatment protocol.					
Maintains on-task or redirects off-task behavior of patient/client/students in individual or group treatment consistent with the patient/client/student's developmental age, communication style or disorder.					
Provides culturally appropriate behavioral reinforcement consistent with the patient/client/student's developmental age and disorder.					
Accurately reviews and summarizes patient/client/student's Performance verbally and in written documentation.					
Uses treatment materials that are appropriate to the developmental age and communication disorder of the patient/client/student.					
Starts and ends the treatment session on time. Uses appropriate time management skills within the session to be productive.					

Obtains co-signature of Supervising SLP on documentation when needed					
Accurately records target behaviors as directed by Supervising SLP					
Correctly calculates and determines percentages, frequency counts, averages and scores for documentation.					
Uses professional language and terminology for interaction with SLP and other team members					
Maintains eligible and clear log notes, communication and written records					
Demonstrates ability to work independently to choose lesson/treatment materials or curriculum as appropriate to treatment plan and setting					
Additional Skills Necessary for Setting:					

Summary of SLPA's Strengths and Abilities:

Areas of Growth or Improvement Targeted	Plan: (How and When will this be done?)	Target Date :

Reviewed by : _____
 SLP Supervisor : _____ Date: _____

SLPA : _____ Date: _____

Licensees are not required by any Oregon statute and/or administrative rule to use this specific form. This form is being provided by the Board to serve as an example for licenses of how a submitted form may appear. The Board does not endorse, or take responsibility for, the use of this form by licensees. Licensees may tailor this form or create their own form/format, as long as it complies with, and contains the information required by, OAR 335-095-0065. It is the responsibility of each individual licensee to evaluate their submissions for accuracy, and compliance with any governing statute and/or administrative rule.