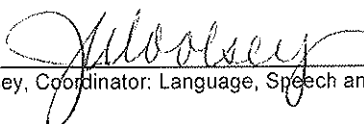


ReCHARTER
Of the
CSUN LANGUAGE, SPEECH AND HEARING CENTER

Department of Communication Disorders and Sciences
College of Health and Human Development
California State University, Northridge


Submitted by



Janice Woolsey, Coordinator, Language, Speech and Hearing Center

12/15/2011
Date

Approved by



J. Stephen Sinclair, Chair, Communication Disorders and Sciences

1/17/2012
Date



Sylvia Alva, Dean, College of Health and Human Development

01/31/12
Date

ReCharter

CSUN Language, Speech and Hearing Center

Of the
Department of Communication Disorders and Sciences
College of Health and Human Development
California State University, Northridge

In keeping with the guidelines and procedures outlines in Organization and Administration of (AA 150-60 of April 28, 2000) and the directives of the College of Health and Human Development, the Center shall be named, organized, and administered as follows

I. Name

The name of this organization shall be **CSUN Language, Speech and Hearing Center**. Hereinafter it may be referred to as **LSHC**, and the Department as **CDS**.

II. Purpose and Goals

The **CSUN Language, Speech and Hearing Center**, hereafter referred to as the **LSHC**, is an instructional unit of **CDS** at CSUN. The mission of the **LSHC** is to

- A. **Provide required clinical observation** opportunities for **CDS** students to observe Speech Pathology and Audiology services being provided under the supervision of licensed board-certified and expert faculty.

- B. **Instruct and train** University students through support of the undergraduate and graduate curricula of the **CDS** Department. (See expansion of item B below)
- C. **Provide students with required clinical practicum hours** and competency training for speech-language pathology, in support of state licensure and national certification. (See expansion of Item C below)
- D. **Act as a Community Resource:** Provide the greater CSUN / San Fernando Valley community with effective and affordable Speech and Audiology resources. (See expansion of Item D below)
- E. **Promote Evidence-Based Practice** by offering continuing education opportunities to the professional community.
- F. **Encourage student and faculty research.** (see expansion of item F below)
- G. **Affirm** the ASHA (American Speech-Language Hearing Association) Code of Ethics.

Expansion of Item B: The undergraduate and graduate curricula of the Department of **CDS** includes many courses with a direct connection to the provision of therapy services provided to clients across the age continuum and across cultures. These therapy services are provided for a variety of therapy needs—for a diversity of disorders – disorders of speech, language, cognitive-linguistic, and audiologic impairments for which the **CDS** students receive academic knowledge in the following courses: CD 450, 451, 462, 469A, 480, 485, 501, 502, 552, 558, 651, 659, 660, 661, 662, 663, 674. The **LSHC** provides

the observation site and educational resource in support of these courses. In addition, the LSHC provides creative clinical education opportunities for students, such as BootCamp, throughout the year.

Expansion of Item C: The **LSHC** provides the venue for **CDS** students to perform their first clinical experiences and practica under University supervisors in the following courses: CD 469O, 465, 566, 567, 668. The **LSHC** provides continued support, as needed, for students needing additional experiences in their clinical practica: CD 672A and SPED 438CD.

Expansion of Item D: The **LSHC** operates year-round as a Speech and Audiology Clinic for the greater San Fernando Valley and surrounding community. Services are available on a fee for service basis, and by contract with the North Los Angeles County Regional Center (for Early Intervention services). Services offered include:

- Early Intervention and Mommy and Me Programs for 0-3 year olds
- Speech – Language Assessments and Therapy for Children and Adults
- Neuro-Rehabilitation for Adults post-stroke or head injury
- Voice Therapy and Stuttering Therapy
- Hearing Aid Evaluations and Dispensing
- Audiologic Testing
- Cochlear Implant Evaluations and Treatment
- Tinnitus Evaluations

Expansion of Item F: An essential function of the LSHC is to encourage research by students and faculty. The CSUN University Committee on Research Involving Human Subjects must approve all research projects in advance. Additionally, all members of the public who wish to come to the LSHC are told in advance that we are an educational facility, and that we videotape. They give their permission to be photographed and videotaped for educational and research purposes on the first day they attend.

III. **Accreditations**

American Speech-Language-Hearing Association (ASHA) through 2012

California Commission on Teacher Credentialing (CCTC) and National Council for the Accreditation of Teacher Education (NCATE) through 2016

The maintenance of the ASHA accreditation requires the completion of an annual report documenting student quality measures, time to graduation, graduation rates, pass rates on the national examination (Praxis), and community relationships. ASHA also performs site visits for reaccreditation. The last site team visit to the **CDS** Department and **LSHC** was in 2004. At that time, a seven year accreditation was given to this University. A new site visit will be scheduled by ASHA for early 2012.

Our University, and this center, were visited by the California Commission on Teacher Credentialing (CCTC) and the National Council for the Accreditation of Teacher

Education (NCATE) in November 2009. All standards were passed without conditions. The next visit is scheduled for the year 2016.

IV. Organization of the *LSHC*

A. Supervising University Unit

The *LSHC* shall operate under the supervision of the Dean of the College of Health and Human Development (HHD). Daily operations will be assigned to the Clinic Coordinator, with oversight responsibilities assigned to the Department Chair, who reports to the Dean of the College of HHD.

B. Organizational Structure

1. The *LSHC* shall have a Clinic Coordinator, assigned to the day to day operations of the center and responsible for the clinical training component of the **CDS** academic program. The Clinic Coordinator is a **CDS** staff position, appointed by the Dean of HHD and the Faculty of CDS.
2. The *LSHC* administrative staff will consist of an Administrative Assistant I or II, and a staff of Clinic Assistants. Clinic Assistants are drawn from the pool of CDS students who have Clinical Privileges, and are judged to be capable of answering clinical questions, applying clinical knowledge, and adhering to patient privacy regulations in the Clinical Office environment.

3. Departmental-level Oversight of the **LSHC** and its operations is the responsibility of the Chair of the Department of CDS, who acts as Director, and reports directly to the Dean of the College of HHD.
4. Student clinicians performing their clinical practica within the **LSHC** are supervised by members of the CSUN faculty or employees of the University Corporation. All supervisors are licensed to practice Speech-Language Pathology or Audiology in California, and hold a current and valid Certificate of Clinical Competency from ASHA. Supervisors meet twice annually with the Clinic Coordinator and Director (Chair).
5. LSHC Advisory Committee consists of two members of the academic faculty, all members of the supervisory faculty, the Clinic Coordinator, the Director (Chair), and at least three members of the professional community. This advisory committee meets annually to advise the **LSHC** on matters related to the clinical education needs of the CSUN students.

V. Physical Facilities

The **LSHC** occupies space on three floors of Monterey Hall, but predominantly on the first and second floor. The first floor of Monterey Hall consists of all **LSHC** space except for a classroom for the Department of CDS (Room 101). The first floor is used for speech and Language clinics, neurorehabilitation clinics, Early Intervention and Mommy and Me Programs, and houses the shared space

used by Physical Therapy and Audiology for Balance Programs. Outside of the first floor is the play yard for the Early Intervention and Mommy and Me Programs.

The second floor of Monterey Hall (West Wing) houses the audiology program. There are two sound-proof audiologic testing booths, an electro-physiologic testing lab, and a hearing aid lab. The second floor West Wing also houses the new Augmentative and Assistive Communication Device Lab for testing and training clients (adults and children) for new assistive devices.

The third floor is the current location for the voice lab. Clients who come for assessment or treatment of voice disorders are seen in the lab on the third floor.

There are dedicated parking spaces for the clients of the **LSHC** in Lot G1. The **LSHC** purchases parking permits for use by the clients of **LSHC** from the University Parking Office each year.

VI. Finances

A. Source of Funds

1. Fee for Service is the main source of funds for the **LSHC**.
2. **LSHC** is a recognized vendor of the North Los Angeles County Regional Center. LSHC can receive funds for services provided under this vendorship, including individual speech therapy, social skills group

therapy, Early Intervention Program, Prevention Program services, and AAC assessment and treatment.

3. **LSHC** can receive funds as an approved MediCal provider for speech therapy.
4. **LSHC** can receive funds as an approved provider of audiology and hearing aid services, and speech therapy services from the Department of Rehabilitation.
5. **LSHC** can receive insurance reimbursement for services provided to clients at the center.
6. **LSHC** can receive funds from registration fees it collects for Continuing Education programs it provides to the professional community.
7. **LSHC** can receive support from the CDS Alumni Chapter and Student Organization (National Student Speech Language Hearing Association Chapter) in the form of donations from fund-raising activities.
8. **LSHC** can receive donations from community-based organizations that support the center and its educational activities.

B. Operations

The Chair of the Department of CDS and the Clinic Coordinator shall be responsible to the Dean of the College of HHD for all financial functions of the LSHC, and for maintaining its financial soundness.

C. Management of Resources

The use of resources shall be subject to review and approved by the Chair of the Department of CDS and the Dean of the College of HHD.

VII. Annual Report

A. Proposed Activities

Each year, the Clinic Coordinator shall submit to the Chair of the Department of CDS and the Dean of the College of HHD a proposed business plan for the coming academic year as part of the annual report. The plan will be reviewed by the Dean and Chair, and a meeting called with the Clinic Coordinator if clarification is needed on any aspect of the plan, including activities, advisory board, marketing activities, or budget projections.

B. Submission of Annual Report

The Clinic Coordinator shall prepare an annual report, and convene the advisory committee to review and approve the report before submission to the Dean and Provost. By September 15 of each year, the Clinic Coordinator shall issue an annual report to the Dean of the College of HHD and the Provost and Vice President for Academic Affairs.