

**DUTY STATEMENT  
DEPARTMENT OF STATE HOSPITALS – COALINGA**

<b>CLASSIFICATION: SPEECH PATHOLOGIST I</b>	
<b>Approved by Medical Director – Dr. Withrow</b> Signature: <i>Robert W. Withrow, M.D.</i>	<b>Date Approved:</b> <i>5/1/15</i>

**1. MAJOR TASKS, DUTIES AND RESPONSIBILITIES:** Administer diagnostic tests to determine the nature and extent of speech disorders; provide individual and group speech therapy services to clients/patients; prepare reports and summaries on diagnosis, progress and recommendations for assigned cases; confer with teachers, parents and employees in therapeutic procedures and methods of motivating clients/patients related to speech therapy; attend clinics and keep notes; develop and direct research projects and may supervise the work of Speech Pathologist License Applications.

**40%** Conduct speech and language evaluations on a referral basis, including diagnostic tests to determine the nature and extent of the disorder(s).

**40%** Provide individually prescribed treatment programs.

**15%** Plan individually prescribed treatment programs.

**5%** Maintain appropriate records for patients receiving speech treatment.

**2. SUPERVISING RECEIVED:**

Chief Physician & Surgeon

**3. SUPERVISION EXERCISED:**

None

**4. KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:** Principles and practices of speech correction; diagnostic and measurement techniques applicable to the evaluation of speech problems; physical, physiological, and psychological basis of speech impairment; principles of psychology and teaching; child growth and development of children with

**ABILITY TO:** All of the above, and train, direct, and evaluate the work of others; effectively contribute to the department's affirmative action objectives.

**5. REQUIRED COMPETENCIES:**

**ANNUAL HEALTH REVIEW:** All employees are required to have an annual health review and TB test or whenever necessary to ascertain that they are free from symptoms indicating the presence of infection and are able to safely perform their essential job functions.

**INFECTION CONTROL:** Applies knowledge of correct methods of controlling the spread of pathogens appropriate to job class and assignment.

**HEALTH AND SAFETY:** Activity supports a safe and hazard free workplace through practice of personal safety and vigilance in the identification of safe or security hazards.

**CPR:** Maintain current certification if applicable.

**THERAPEUTIC STRATEGY INTERVENTION (TSI):** Supports safe working environment; practices the strategies and interventions that promote a therapeutic milieu; applies and demonstrates knowledge of correct methods in the management of assaultive behavior.

**CULTURAL AWARENESS:** Demonstrates awareness to multicultural issues in the work place that enable the employee to work more effectively.

**RELATIONSHIP SECURITY:** Demonstrates professional interactions with patients, and maintains therapeutic boundaries. Maintains relationship security in the work area; takes effective action and monitors, per policy, any suspected employee/patient boundary violations.

**PRIVACY AND SECURITY OF PROTECTED HEALTH INFORMATION:** Maintains and safeguards the privacy and security of patients' protected Health Information and other individually identifiable health information; whether paper, electronic, or verbal form in compliance with HIPAA and all other applicable privacy laws.

**SITE SPECIFIC COMPETENCIES:**

- Holds a certificate of Clinical Competence given by the American Speech-Language-Hearing Association.
- Competence related to Spanish Speaking patients.
- Competence related to patients who are hard of hearing or deaf.

**TECHNICIAN PROFICIENCY (SITE SPECIFIC):** None

- Provides diagnosis and therapy for individuals who experience speech, language, and communication disorders. Computerized data programs are used to assist the Speech Pathologist.

**6. LICENSE OR CERTIFICATION:** It is the employee's responsibility to maintain a license, credential, or required registration pertinent to their classification on a current basis. Any failure to do so may result in termination from Civil Services.

**7. TRAINING:**

Training Category – 4 – Training Procedure No. 03-11.

The employee is required to keep current with the completion of all required training.

**8. WORKING CONDITIONS:**

**ADMINISTRATIVE DIRECTIVE AD-146:**

Each employee shall be fully acquainted with the rules and regulations of the Department of State Hospitals (DSH) and of the hospital.

**EMPLOYEE IS REQUIRED TO:**

1. Report to work on time and following procedures for reporting absences.
2. Maintain professional appearance.
3. Appropriately maintain cooperative, professional, and effective interactions with employees, patient/client and the public.
4. The work entails routinely encountering clients and interacting with staff throughout the facility, thus sensitivity and tolerant even temperament is required.
5. The employee is required to work any shift and schedule in a variety of settings throughout the hospital and may be required to work overtime and float to other work locations as determined by the operational needs of the hospital.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date