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**Rules of**  
**Department of Economic**  
**Development**  
**Division 150—State Board of Registration**  
**for the Healing Arts**  
**Chapter 4—Licensing of Speech-Language Pathologists**  
**and Clinical Audiologists**

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**Title 4—DEPARTMENT OF  
ECONOMIC DEVELOPMENT  
Division 150—State Board of  
Registration for the Healing Arts  
Chapter 4—Licensing of Speech-Language  
Pathologists and Clinical Audiologists**

*Dec. 29, 1975. Amended: Filed Feb. 4, 1983, effective July 1, 1983. Amended: Filed Aug. 10, 1983, effective Nov. 11, 1983. Rescinded and readopted: Filed July 1, 1988, effective Oct. 27, 1988.*

*\*Original authority 1973, amended 1981.*

**4 CSR 150-4.010 Applications for Licensure**

*PURPOSE: This rule outlines the procedures for application for licensure as a professional speech pathologist, clinical audiologist, or both.*

(1) Applications for licensure must be made on forms prepared by the Advisory Commission for Professional Speech Pathologists and Clinical Audiologists. Application forms may be obtained by writing the executive secretary for the Advisory Commission for Professional Speech Pathologists and Clinical Audiologists, P.O. Box 4, Jefferson City, MO 65102 (314) 751-2334.

(2) An application will not be considered as officially submitted unless completely filled out, properly attested and the application fee paid by the applicant. The application fee must be in the form of a cashier's check or money order.

(3) The completed application, including all documents, supporting material and official transcripts required by the commission, must be received at least thirty (30) days before the next regularly scheduled commission meeting. Applications completed fewer than thirty (30) days before the next regularly scheduled meeting may be scheduled for the following regularly scheduled meeting.

(4) The commission will require that the other states where an individual is licensed certify to their record of the individual applicant.

(5) An applicant shall present with the application a recent, unmounted, identifiable photograph not larger than three and one-half inches by five inches (3 1/2" × 5") nor smaller than two inches by three inches (2" × 3").

(6) Following the commission's review, the applicant will be informed by letter either that the application has been approved or that it has been rejected. Any rejection letter will outline, with as much specificity as practicable, the reasons for rejection.

*AUTHORITY: section 345.030, RSMo 1986.\* Original rule filed Dec. 19, 1975, effective*



**MISSOURI STATE BOARD OF REGISTRATION  
FOR THE HEALING ARTS  
P.O. Box 4  
Jefferson City, Missouri 65102  
314/751-0144**

Dear Speech Pathologist/Clinical Audiologist:

Transmitted herewith are the materials you will need to make application for licensure to practice speech pathology/clinical audiology in the State of Missouri. Included in the packet are:

1. The application with specific instructions for completing it;
2. A Documents and Fee page which will help you through the application process;
3. A Verification of Licensure form (if necessary, please make additional copies);
4. A booklet containing the text of the Speech Pathology/Clinical Audiology Practice Act and the attendant rules and regulations of the Missouri Board.

It is suggested that you read the Documents and Fee page before beginning the process. Next, read the Practice Act. Besides containing applicant information, this statute governs your professional conduct as a practitioner of speech pathology/clinical audiology in the State of Missouri.

No application can be considered by the Board until the entire file is complete. Therefore, you should not make any firm commitment to actually begin working until you have received notification of licensure in writing from this office. Proof that a speech pathologist/clinical audiologist has practiced speech pathology/clinical audiology in Missouri before becoming licensed, is grounds for denial of licensure.

Please be advised that no application will be processed without a fee. You will be notified in writing, one (1) time if your application is deficient in any way. Therefore, you should allow a minimum of thirty (30) days for the processing of your application once you have filed the completed application and the required documents in this office.

Please be reminded that it is unlawful to misrepresent any material fact, in any way, in connection with application for Missouri licensure. Proof that a speech pathologist/clinical audiologist has misrepresented any material fact is grounds for denial of licensure.

If you have any questions during the process which are not answered in the enclosed material, you may contact the Board of Healing Arts for assistance by dialing 314/751-0144.

Sincerely Yours,

**SPEECH PATHOLOGY/CLINICAL AUDIOLOGY DEPARTMENT**

Enclosures



STATE OF MISSOURI  
 BOARD OF REGISTRATION FOR THE HEALING ARTS  
**SPEECH PATHOLOGY AND/OR CLINICAL AUDIOLOGY APPLICATION**

1. APPLICANT NAME (LAST, FIRST, MIDDLE, MAIDEN)		
2. HOME ADDRESS (P.O. BOX, STREET, CITY, STATE, ZIP)		
HOME TELEPHONE NUMBER		
3. BUSINESS ADDRESS (P.O. BOX, STREET, CITY, STATE, ZIP)		
BUSINESS TELEPHONE NUMBER(S)		
4. PREFERRED MAILING ADDRESS		
<input type="checkbox"/> HOME <input type="checkbox"/> BUSINESS		
5. DATE OF BIRTH	SEX	SOCIAL SECURITY NUMBER
	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	

6. EDUCATION			
(State in chronological order, beginning with most recent, the name and location of each institution attended, the dates of attendance, and the degree/area of emphasis)			
NAME AND LOCATION OF INSTITUTION	YEAR FROM	TO	DATE GRADUATED
DEGREE/AREA OF EMPHASIS			

MO 419-1687 (10-89)



7. CERTIFICATE OF CLINICAL COMPETENCE ISSUED IN:			
<input type="checkbox"/>	SPEECH PATHOLOGY	DATE OF ISSUE	CURRENTLY VALID? <input type="checkbox"/> YES <input type="checkbox"/> NO
<input type="checkbox"/>	CLINICAL AUDIOLOGY	DATE OF ISSUE	CURRENTLY VALID? <input type="checkbox"/> YES <input type="checkbox"/> NO

8. List all of the states in which you now hold or have ever held a license to practice speech pathology and/or clinical audiology.

STATES	LICENSE NUMBER	DATES HELD

If any of the following questions are answered yes, please give details on a separate sheet.

9. Have you ever been denied a certificate of license, or denied the privilege of taking an examination before any board for speech language pathology or audiology?  YES  NO

10. Has any license or certificate in speech language pathology and/or clinical audiology issued to you been revoked, suspended, or limited in any way?  YES  NO

11. Have you ever surrendered a license issued to you by a governmental licensing agency relating to a profession?  YES  NO

12. Have you ever been convicted of any violation of federal, state or local statute, other than minor traffic violations?  YES  NO

13. Have you ever been, or are you currently being treated for drug or alcohol problems?  YES  NO

14. Have you ever been, or are you currently being treated for a mental illness?  YES  NO

**APPLICANT'S OATH**

State/Providence of \_\_\_\_\_ County/Parish of \_\_\_\_\_

I, \_\_\_\_\_, hereby certify under oath that I am the person named in this application for a license to practice speech pathology/clinical audiology in the State of Missouri; that all statements I have made are true; that I am the original and lawful possessor of and person named in the various documents and credentials furnished to the Board in connection with this application, and the photograph on the following page is an identifiable photograph of myself.

I acknowledge and state that I have read the Practice Act Statutes and the Rules and Regulations that accompanied this application and I have answered all questions in compliance with these instructions. I understand that the fee I submitted is non-refundable.

I further state that by filing this application for a license to practice in the State of Missouri, I hereby authorize and consent to have an investigation made as to my moral character, professional reputation and fitness for the practice of speech pathology/clinical audiology, when in the opinion of the Missouri Board such an investigation is deemed necessary. I agree to give any further information which may be required in reference to my past record. I understand that I will not receive a copy of the report or know its content and I further understand that the contents of the investigative report will be privileged unless determined otherwise by court order.

I authorize and request every person, hospital, clinic, community, governmental agency (local, state, federal or foreign) court, association, institution, or other organization pertaining to me to furnish to the Missouri State Board of Healing Arts any such information, including documents, records regarding charges or compliants filed against me, formal or informal, pending or closed, or any other pertinent data and to permit the Missouri State Board of Healing Arts or any of its agents or representatives to inspect and make copies of such documents, records, and other information, in connection with this application, subsequent licensure or practice thereunder.



<p>AFFIDAVIT OF THE APPLICANT</p> <p>State of _____ )  ) )</p> <p style="text-align: right;">ss.</p> <p>County of _____ )  ) )</p>	<p style="text-align: center;">A recent, unmounted, identifiable photograph, in size not larger than 3½" X 5" nor smaller than 2" X 3" must be pasted in this space.</p>
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<b>MUST BE SIGNED IN PRESENCE OF NOTARY</b>	APPLICANT SIGNATURE 
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NOTARY INFORMATION			
NOTARY PUBLIC EMBOSSEER SEAL	STATE	COUNTY (OR CITY OF ST. LOUIS)	
	SUBSCRIBED AND SWORN BEFORE ME, THIS DAY OF _____ 19		<b>USE RUBBER STAMP IN CLEAR AREA BELOW</b>
	NOTARY PUBLIC SIGNATURE	MY COMMISSION EXPIRES	
	NOTARY PUBLIC NAME (TYPED OR PRINTED)		



**SPEECH PATHOLOGY/CLINICAL AUDIOLOGY  
DOCUMENTS AND FEES YOU MUST FURNISH  
WITH YOUR APPLICATION**

**1. FEES** — A \$50 fee must be submitted to this office in the form of a money order or Cashier's check payable on or through a United States bank. Do not send a personal check, corporation check or cash. Make fee payable to the Missouri State Board of Healing Arts. Fees are nonrefundable.

**2. OFFICIAL TRANSLATIONS** — If any of your documents, transcripts, etc. are in a foreign language, this Board requires you to furnish an original, official word-for-word translation of that document. **THE BOARD'S DEFINITION OF AN OFFICIAL TRANSLATION IS ONE WHICH IS DONE BY A GOVERNMENT OFFICIAL, OFFICIAL TRANSLATION SERVICE, OR A COLLEGE OR UNIVERSITY OFFICIAL IN THE UNITED STATES.** The translator must certify that it is a "True translation to the best of his/her knowledge, that he/she is fluent in the language, and is qualified to translate." He/she must sign the translation and his/her signature must be certified by a Notary Public. The translator must also print his/her name and title under the signature. This must be translated on official letterhead.

NOTE: Our Board will accept a translation done by an Official of the American Embassy in a foreign country. The translation must have the Embassy seal placed upon it.

**3. NOTARIZATIONS** — In order that copies of the documents you furnish with your application will not have to be returned to you to be notarized properly, please have the notarizations done as follows:

1. Copies should be notarized as being "True Copy" of the original document by the Notary Public.
2. Affidavits and statements should be notarized as "Subscribed and Sworn to" before a Notary Public.

The Notary Public must sign it, date it and affix his/her notary seal to the document. Notary seal must show date of expiration.

NOTE: All notarizations must be done in the United States. Each individual document must be notarized.

**4. MASTER OF ARTS DIPLOMA** — Furnish a notarized copy, no larger than 8½ x 11" of your original Master of Arts Diploma or Master's equivalent.

**5. TRANSCRIPTS** — ALL applicants are required to submit Certified (with school seal affixed) Bachelor of Science and Master of Arts transcripts.

**6. VERIFICATION OF LICENSURE** — If you have ever held a permanent or temporary license in any State/Province (including Canada), the enclosed form must be mailed to each licensing agency in which you now or have ever been licensed to practice as a speech pathologist or a clinical audiologist. This form must be received directly from the state board(s). You may xerox this form for additional copies.

**7. PHOTOGRAPH** — Recent photograph must accompany the application in space provided.

**8. NAME CHANGE** — If your name has changed from that which is shown on any of the documents submitted in support of your application, you will be required to submit one of the following documents for verification:

1. Marriage - Furnish a notarized copy no larger than 8½ x 11" of your marriage certificate.
2. Divorce Decree - Furnish a notarized copy no larger than 8½ x 11" of your divorce decree.
3. Adoption - Furnish a notarized copy no larger than 8½ x 11" of your adoption order.
4. Court Order - Furnish a certified court copy of the name change document.
5. NATURALIZATION - If you have had a name change by naturalization, you will be required to furnish your original Naturalization Certificate to this office for inspection, since it is unlawful to copy that particular document. After we have completed the inspection, we will return your original by certified mail.

**9. CLINICAL COMPETENCY CERTIFICATE** — Furnish a notarized copy, no larger than 8½ x 11" of your CCC (clinical competency certificate) or an original letter of verification of CCCs from ASHA (American Speech and Hearing Association).



STATE OF MISSOURI  
BOARD OF REGISTRATION FOR THE HEALING ARTS  
**VERIFICATION OF LICENSURE SPEECH PATHOLOGY/CLINICAL AUDIOLOGY**

P.O. BOX 4  
JEFFERSON CITY, MISSOURI 65102  
(314) 751-0144

I, \_\_\_\_\_, hereby authorize and request the state board of \_\_\_\_\_ having control of any documents, records and other information pertaining to me to furnish to the MISSOURI STATE BOARD FOR THE HEALING ARTS, information including documents, records regarding charges or complaints filed against me, formal or informal, pending or closed, or any other pertinent information.

SIGNATURE OF APPLICANT \_\_\_\_\_ LICENSE NUMBER \_\_\_\_\_ ISSUE DATE \_\_\_\_\_

NAME IN FULL (PLEASE PRINT) \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_ SOCIAL SECURITY NO. (identification purposes) \_\_\_\_\_

OTHER NAMES USED IN OBTAINING LICENSURE \_\_\_\_\_

CURRENT ADDRESS (street, city, state and zip code) \_\_\_\_\_

**THE FOLLOWING SECTION MUST BE COMPLETED BY AN OFFICIAL OF THE STATE BOARD AND RETURNED DIRECTLY TO THE MISSOURI BOARD OF HEALING ARTS.**

STATE OF \_\_\_\_\_ FULL NAME OF LICENSEE \_\_\_\_\_

GRADUATE OF \_\_\_\_\_ LICENSE NUMBER \_\_\_\_\_ ISSUE DATE \_\_\_\_\_

LICENSE METHOD  
 CCC ENDORSEMENT     STATE BOARD EXAM     RECIPROCITY W/ \_\_\_\_\_     OTHER (SPECIFY) \_\_\_\_\_

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 1. HAS THE APPLICANT EVER BEEN NOTIFIED OR REQUESTED TO APPEAR BEFORE ANY LICENSING OR DISCIPLINARY AUTHORITY IN YOUR STATE? <b>IF YES, ATTACH DETAILS</b>         | <b>YES</b>               | <b>NO</b>                |
|  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. HAS APPLICANT EVER BEEN THE SUBJECT OF COMPLAINTS OR CHARGES RECEIVED BY A DISCIPLINARY AUTHORITY IN YOUR STATE? <b>IF YES, ATTACH DETAILS</b>                  |                          |                          |
|  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. HAS THE APPLICANT EVER BEEN WARNED, CENSURED OR DISCIPLINED IN ANY MANNER BY A LICENSING OR DISCIPLINARY AUTHORITY IN YOUR STATE? <b>IF YES, ATTACH DETAILS</b> |                          |                          |
|  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. HAS ANY APPLICATION FOR INITIAL LICENSURE OR REINSTATEMENT EVER BEEN DENIED? <b>IF YES, ATTACH DETAILS</b>  |                          |                          |
|  | <input type="checkbox"/> | <input type="checkbox"/> |

COMMENTS, IF ANY \_\_\_\_\_

BOARD SEAL \_\_\_\_\_ SIGNATURE AND TITLE \_\_\_\_\_ DATE \_\_\_\_\_

STATE BOARD

**4 CSR 150-4.020 Examinations**

*PURPOSE:* This rule outlines the requirements and procedures for obtaining a speech pathology or clinical audiology license, or both, by examination.

(1) The examination given pursuant to section 345.010.1(6), RSMo shall be the National Examination for Speech Pathology and Clinical Audiology.

(2) The candidate shall submit the applicable nonrefundable licensing application fee to the commission and shall meet the requirements of section 345.050.1(1)–345.050.1(5), RSMo prior to taking the examination. If the commission finds that the applicant has met these qualifications, it then shall be the responsibility of the candidate to contact the National Teachers Examination Program Policy Council at CN6051, Princeton, NJ 08541-6051 to sit for the examination.

(3) The candidate shall have the National Teachers Examination Program Policy Council notify the commission of the candidate's test result.

(4) The passing score required for licensure must meet the minimum score required for the certificate of clinical competence.

(5) A candidate approved by the commission for an examination shall take that examination within two (2) years from the date of the initial commission approval. If the candidate has not taken the examination by the end of the two (2)-year period prescribed in this rule—

(A) The initial commission approval to sit for the examination then shall become invalid; and

(B) In order to be considered for the examination later, the applicant shall file a complete new application including the nonrefundable application fee with the commission.

(6) Following the commission's review, the applicant will be informed by letter either that the application has been approved or that it has been rejected. Any rejection letter will outline, with as much specificity as practicable, the reasons for rejection.

*AUTHORITY:* sections 345.030 and 345.050, RSMo 1986.\* Original rule filed July 1, 1988, effective Oct. 27, 1988.

\*Original authority: 345.030, RSMo (1973), amended 1981 and 345.050, RSMo (1973), amended 1981, 1984, 1985, 1986 and 1990.

**4 CSR 150-4.030 Reexamination**

*PURPOSE:* This rule outlines the requirements and procedures for retaking the licensure examination for speech pathologists or clinical audiologists, or both.

(1) A candidate whose license has lapsed for more than three (3) years, pursuant to section 345.055(1), RSMo, must submit a new application (see 4 CSR 150-4.010) pursuant to 4 CSR 150-4.010 and 4 CSR 150-4.020 and shall be reexamined.

(2) A candidate who is reexamined because of a lapsed license and who fails the reexamination is disqualified from retaking the examination until the applicant satisfies requirements of the commission. This requires the applicant to meet with the commission, for the commission to specify further education and experience needed and for the applicant to document that these requirements have been satisfied.

(3) All other candidates may retake the examination two (2) subsequent times. Both of the two (2) subsequent reexaminations must be retaken within three (3) years of the date of the approval of the candidate's application. A candidate who fails the initial examination and fails two (2) subsequent reexaminations shall be disqualified until the applicant satisfies requirements of the commission. This requires the applicant to meet with the commission, for the commission to specify further education and experience needed and for the applicant to document that these requirements have been satisfied before being allowed to take the examination for the final time.

(4) If the candidate has not taken the subsequent two (2) reexaminations by the end of the three (3)-year period prescribed in this rule, the initial commission approval to sit for the examinations shall then become invalid and in order to be considered for further reexamination, the applicant shall file a complete new application including the nonrefundable application fee with the commission.

*AUTHORITY:* sections 345.030 and 345.050, RSMo 1986.\* Original rule filed July 1, 1988, effective Oct. 27, 1988.

\*Original authority: 345.030, RSMo (1973), amended 1981 and 345.050, RSMo (1973), amended 1981, 1984, 1985, 1986 and 1990.

**4 CSR 150-4.040 Foreign Trained Applicants**

*PURPOSE:* This rule outlines the requirements and procedures for foreign trained applicants applying for a speech pathology or clinical audiology license, or both.

(1) All foreign trained applicants applying for a license to practice shall complete the requirements specified in 4 CSR 150-4.010 and 4 CSR 150-4.020 and submit the nonrefundable application fee.

(2) A foreign trained applicant graduating from a foreign college or university which is not approved and accredited by the American Speech-Language and Hearing Association shall be required to obtain a credential evaluation verifying the applicant's professional degree. The credential evaluation service must be approved by the commission.

*AUTHORITY:* sections 334.020 and 345.050, RSMo 1986.\* Original rule filed July 1, 1988, effective Oct. 27, 1988.

\*Original authority: 334.020, RSMo (1945), amended 1959 and 345.050, RSMo (1973), amended 1981, 1984, 1985, 1986 and 1990.

**4 CSR 150-4.050 Renewal of License**

*PURPOSE:* This rule provides information to professional speech pathologists and clinical audiologists in Missouri regarding annual renewal of licensure.

(1) A license may be renewed on or before the expiration of the license by submitting the signed renewal notice and fee to the commission.

(2) The commission shall mail an application for renewal to each person licensed in this state at the last known mailing address. The failure to mail the application or the failure to receive it does not, however, relieve any person of the duty to renew and to pay the fee required nor provide exemption from the penalties provided for failure to renew.

(3) Any person practicing any of the acts as set forth in section 345.015, RSMo with an expired license shall be subject to discipline under sections 345.065 and 345.075, RSMo.

*AUTHORITY:* sections 345.030, 345.055, 345.065 and 345.075, RSMo 1986.\* Original rule filed July 1, 1988, effective Oct. 27, 1988.

\*Original authority 1973, amended 1981.

**4 CSR 150-4.051 Definitions**

*PURPOSE: This rule defines the terms used throughout this chapter.*

(1) For the purpose of this chapter, the following definitions shall apply:

(A) Commission—means the Advisory Commission for Speech-Language Pathologists and Clinical Audiologists;

(B) Board—means the Missouri State Board of Registration for the Healing Arts;

(C) Licensee—means any person licensed to practice speech-language pathology and/or clinical audiology in the state of Missouri;

(D) Hour of continuing education—means fifty (50) minutes spent in actual attendance at and completion of an approved continuing education activity;

(E) One (1) continuing education unit (CEU)—is equivalent to ten (10) clock hours of approved continuing education (i.e. ten (10) clock hours = 1.0 CEU, one (1) clock hour = 0.1 CEU).

*AUTHORITY: sections 345.030 and 345.051, RSMo Supp. 1997.\* Original rule filed Nov. 17, 1997, effective June 30, 1998.*

*\*Original authority: 345.030, RSMo 1973, amended 1981, 1995 and 345.051, RSMo 1990, amended 1995.*

**4 CSR 150-4.052 Continuing Education Requirements.**

*PURPOSE: This rule details the board's minimum continuing medical education requirement for renewal or reinstatement of a speech-language pathology and/or clinical audiology license, and specifies the record documentation requirements.*

(1) Each licensee shall biennially complete and report at least thirty (30) hours of continuing education. The board shall not issue a renewal of a licensee's certificate of registration unless the licensee documents completion of thirty (30) hours of continuing education in the immediately preceding reporting period.

(2) The period for completion of the continuing education requirements shall be the twenty-four (24)-month period beginning January 1 and ending December 31 of each reporting period. Continuing education hours cannot be carried over into the next reporting period. A licensee who has failed to obtain and report, in a timely fashion, the required thirty (30) hours of continuing education shall not engage in the practice of speech-language pathology and/or clinical

audiology unless an extension is obtained and approved pursuant to 4 CSR 150-4.054.

(3) Each licensee shall certify by signature, on his/her licensure renewal form, under penalty of perjury, that s/he has completed the required thirty (30) hours of continuing education, and that the continuing education obtained meets the qualifying criteria specified in 4 CSR 150-4.053.

(4) Each licensee shall retain records documenting his/her attendance at and completion of the required hours of continuing education for a minimum of three (3) years after the reporting period in which the continuing education was completed. The records shall document the titles of the courses taken, dates, locations, course sponsors, category of hours earned, and number of hours earned. The board may conduct an audit of licensees to verify compliance with the continuing education requirement. Licensees shall assist the board in its audit by providing timely and complete responses to the board's inquiries.

(5) To reinstate the license of a speech-language pathologist and/or clinical audiologist whose license has been in a noncurrent state for any reason, for a period of three (3) years or less, that licensee shall obtain, in addition to any other requirements of law, all the continuing education that the licensee would otherwise have been required to obtain if the license had been current and active during that period. To reinstate a license which has been in a noncurrent state for any reason, for more than three (3) years, that licensee shall comply with 4 CSR 150-4.030 and any other requirements of law. No license shall be reinstated unless and until all required continuing education is obtained and reported to the board and all other requirements of law have been satisfied.

(6) Violation of any provision of this rule shall constitute misconduct, fraud, misrepresentation, dishonesty, unethical conduct or unprofessional conduct in the performance of the functions or duties of a speech-language pathologist and/or clinical audiologist depending on the licensee's conduct. In addition, a licensee who has failed to complete and report in a timely fashion the required hours of continuing education and engages in the active practice of speech-language pathology and/or clinical audiology without the express written authority of the board shall be deemed to have engaged in the unauthorized practice of speech-language pathology and/or clinical audiology and punishable as such under section 345.075, RSMo.

(7) Provisional licensees are exempt from obtaining continuing education until such time as a permanent license is issued.

*AUTHORITY: sections 345.030, 345.051 and 345.075, RSMo Supp. 1997.\* Original rule filed Nov. 17, 1997, effective June 30, 1998.*

*\*Original authority: 345.030, RSMo 1973, amended 1981, 1995; 345.051, RSMo 1990, amended 1995; and 345.075, RSMo 1973, amended 1981, 1995.*

**4 CSR 150-4.053 Acceptable Continuing Education**

*PURPOSE: This rule defines acceptable continuing education activity, and details the documentation necessary as proof of compliance with the continuing education requirement.*

(1) A minimum of twenty (20) hours of the required thirty (30) hours of continuing education must be obtained as follows:

(A) Activity approved by the American Speech-Language-Hearing Association (ASHA), the American Academy of Audiology (AAA), the American Medical Association (AMA); or courses sponsored by the Missouri Speech-Language-Hearing Association (MSHA) or the Missouri Academy of Audiology (MAA), the Department of Elementary and Secondary Education (DESE), or the Council for Exceptional Children (CEC); and/or

(B) Academic coursework at a regionally accredited college or university in subject matter as specified in subsection (2)(D) of this rule.

(2) A maximum of ten (10) hours of the required thirty (30) hours of continuing education may be obtained as follows:

(A) Activity that can be documented by the licensee as an organized program of learning;

(B) Is conducted by individuals who have education, training, or experience by reason of which said individuals may be considered qualified to present the subject matter of the program;

(C) Contributes to the professional competence of the licensee; and

(D) Pertains to subject matters which integrally relate to the practice of speech-language pathology, clinical audiology or both; which is described as—

1. Basic communication processes—information (beyond the basic certification requirements) applicable to the normal development and use of speech, language, and hearing, i.e. anatomic and physiologic bases

for the normal development and use of speech, language, and hearing; physical bases and processes of the production and perception of speech, language, and hearing; linguistic and psycholinguistic variables related to normal development and use of speech, language, and hearing; and technological, biomedical, engineering, and instrumentation information which would enable expansion of knowledge in the basic communication processes. Any computer course used for continuing education must involve the actual application to the communicatively impaired population;

2. Professional areas—information pertaining to disorders of speech, language, and hearing, i.e. various types of disorders of communication, their manifestations, classification and causes; evaluation skills, including procedures, techniques, and instrumentation for assessment; and management procedures and principles in habilitation and rehabilitation of communication disorders. The board shall accept dysphagia courses provided by qualified instructors; and

3. Related areas—study pertaining to the understanding of human behavior, both normal and abnormal, as well as services available from related professions which apply to the contemporary practice of speech-language pathology/audiology, e.g., theories of learning and behavior; services available from related professions that also deal with persons who have disorders of communications; information from these professions about the sensory, physical, emotional, social or intellectual states of child or adult; and other areas such as general principles of program and business management, professional ethics, clinical supervision, counseling and interviewing.

(3) For the purpose of this rule, thirty (30) days spent in a clinical fellowship year during a reporting period shall satisfy the required continuing education requirement for that reporting period.

(4) Documentation of continuing education compliance shall be evidenced by—

(A) A Continuing Education Registry Form from the ASHA, MSHA, AMA, AAA or the MAA, DESE, or the CEC; specifically listing the continuing education obtained by the licensee and the dates of obtainment; or

(B) A certificate of attendance provided by a sponsor which contains the date of program, the program title and presenter(s), program site, number of clock hours attended, name of sponsor and name of licensee; or

(C) A personal letter to the licensee which contains the date of the program, the program

title and presenter(s), program site, number of clock hours attended, name of sponsor, name of licensee and is signed by a program official; or

(D) An official transcript, from a regionally accredited college or university, indicating successful completion of academic coursework in appropriate subject matter as specified in subsection (2)(D) of this rule. One (1) semester hour of coursework is equivalent to fifteen (15) hours of continuing education and one-quarter (1/4) hour of coursework is equivalent to ten (10) hours of continuing education.

*AUTHORITY: sections 345.030 and 345.051, RSMo Supp. 1997.\* Original rule filed Nov. 17, 1997, effective June 30, 1998.*

*\*Original authority: 345.030, RSMo 1973, amended 1981, 1995 and 345.051, RSMo 1990, amended 1995.*

#### 4 CSR 150-4.054 Continuing Education Extensions

*PURPOSE: This rule details the requirements for licensed speech-language pathologists and/or clinical audiologists requesting an extension of time to complete the required continuing education hours necessary for licensure renewal.*

(1) A licensee who cannot complete the required hours of continuing education because of personal illness, military service or other circumstances beyond the licensee's control which the board deems to be sufficient to impose an insurmountable hardship may apply for an extension of time to complete the continuing education requirements. Any extension of time to complete the continuing education requirements will be granted solely in the discretion of the board. The licensee must make a written application for extension of time prior to the December 31 deadline for completion of the continuing education requirement. The application for extension shall be accompanied by a processing fee as specified in 4 CSR 150-4.060, together with the application for extension. The licensee shall provide full and complete written documentation of the grounds supporting the reasons for which an extension is sought. A licensee who requests an extension of time to complete the required hours of continuing education shall not engage in active practice of speech-language pathology and/or clinical audiology until the board grants the licensee's request for extension and the licensee receives express written authorization to do so.

(A) Military service extensions may be granted only to a licensee who was absent from the United States for at least a majority of the reporting period due to his/her military service commitment under combat circumstances or pursuant to a state of national emergency. At a minimum, the licensee must submit written documentation from the appropriate military authorities verifying the licensee's military service commitment and the periods during which the commitment was being fulfilled under a combat or national emergency status; the number of hours earned during the reporting period and a plan for completing the balance of the required continuing education.

(B) Illness extensions may be granted only to a licensee who has suffered a personal illness or personal disability of a nature as to prevent him/her from engaging in the active practice of speech-language pathology and/or clinical audiology for at least a majority of the reporting period. At a minimum, the licensee shall provide the board with written documentation from the licensee's treating physician stating the nature of the illness or disability, the period of the illness or disability, any limitations on the licensee's activities which resulted from the illness or disability; and a statement from the licensee reporting the number of hours earned in the reporting period and a plan for completing the balance of the required continuing education.

(C) The board, solely in its discretion, may grant an extension on unforeseeable circumstances beyond the licensee's control which impose an insurmountable hardship precluding the licensee from obtaining the required continuing education. At a minimum, the licensee must provide written documentation explaining specifically and in detail the nature of the circumstances, why the circumstances were unforeseeable and beyond the licensee's control, the period during which the circumstances were in existence, the number of continuing education hours earned in the reporting period and the licensee's plan for completing the balance of the required continuing education. The board, in its discretion, shall determine if the situation described in the licensee's application constitutes unforeseeable circumstances beyond the licensee's control which impose an insurmountable hardship precluding the licensee from obtaining the required continuing education.

(2) A licensee who is granted an extension of time shall complete the balance of his/her continuing education requirements no later than February 28 immediately following the end of the reporting period for which an

extension was sought and shall provide the board with written documentation of his/her completion of the continuing education requirements no later than March 10 immediately following the end of the reporting period for which an extension was sought. Failure to complete the continuing education requirements by February 28 or to file the documentation with the board by March 10 shall constitute a violation of section 345.051, RSMo and this rule.

(3) An extension of time shall not be granted to any licensee who obtained an extension in the immediately preceding reporting period in which the licensee held an active license, except in the case of a licensee who is unable to complete the requirements due to military service commitment pursuant to a combat or national emergency assignment.

(4) Violation of any provision of this rule shall constitute misconduct, fraud, misrepresentation, dishonesty, unethical conduct or unprofessional conduct in the performance of the functions or duties of a speech-language pathologist and/or clinical audiologist depending on the licensee's conduct. In addition, a licensee who has failed to complete and report in a timely fashion the required hours of continuing education and engages in the active practice of speech-language pathology and/or clinical audiology without the express written authority of the board shall be deemed to have engaged in the unauthorized practice of speech-language pathology and/or clinical audiology and punishable as such under section 345.075, RSMo.

*AUTHORITY: sections 345.030, 345.051 and 345.075, RSMo Supp. 1997.\* Original rule filed Nov. 17, 1997, effective June 30, 1998.*

*\*Original authority: 345.030, RSMo 1973, amended 1981, 1995; 345.051, RSMo 1990, amended 1995; and 345.075, RSMo 1973, amended 1981, 1995.*

**4 CSR 150-4.055 Applicants for Provisional Licensure**

*PURPOSE: This rule provides the requirements for speech-language pathology and clinical audiology provisional licensure pursuant to section 345.022, RSMo.*

(1) Applicants for provisional licensure are required to make application on forms prepared by the board.

(2) No application will be considered unless fully and completely made out on the specified form and properly attested.

(3) Applications shall be sent to the State Board of Registration for the Healing Arts, P.O. Box 4, Jefferson City, MO 65102.

(4) The fee for provisional licensure shall be an appropriate fee, to be established by the board. The fee shall be sent in the form of a bank draft, post office money order or express money order payable on a United States Bank made payable to the Missouri Board of Healing Arts. Personal and/or corporate checks will not be accepted. No application will be processed until the licensure fee is received.

(5) The applicant shall attach to the application a recent photograph not larger than three and one-half inches by five inches (3 1/2" x 5").

(6) Applicants for provisional licensure must submit the following documentation:

(A) Proof of receipt of a master's or doctoral degree from an institution accredited by the American Speech-Language-Hearing Association accrediting body, in the area for which licensure is sought. Documentation shall be provided on the board-prescribed form and submitted directly to the board from the program director of the accredited institution;

(B) Proof of passage of the National Examination in Speech-Language Pathology and/or Clinical Audiology. Examination scores must be submitted to the board directly from the Educational Testing Service. The passing score shall remain consistent with the passing score set by the American Speech-Language-Hearing Association, on the date of licensure application;

(C) Applicants shall provide, on forms prescribed by the board, a plan for completion of the supervised postgraduate professional experience. This form must be signed by a supervisor holding current permanent Missouri licensure, in the area in which the applicant seeks licensure. The plan shall consist of at least thirty-six (36) weeks of full-time professional experience. A minimum of thirty (30) hours of work per week constitutes full-time employment. If the applicant works twenty-five to twenty-nine (25-29) hours per week, the length of the experience must be at least forty-eight (48) weeks. If the applicant works twenty to twenty-four (20-24) hours per week, the length of the experience must be at least sixty (60) weeks. If the applicant works fifteen to nineteen (15-19) hours per week, the length of the experience must be at least seventy-two (72) weeks;

(D) At the conclusion of the supervised postgraduate experience period, the supervi-

sor and the provisional licensee shall sign and submit a board prescribed report which documents completion of the experience; and

(E) Verification of licensure or registration to practice in another state or territory shall be submitted to the board directly from the licensing/registration agency.

(7) Provisional licensees who change their clinical fellowship site, clinical fellowship supervisor, or the number of hours worked per week, must submit, on forms prescribed by the board, the revised plan for completion of the supervised postgraduate professional experience, no later than four (4) weeks after initiating the change. The change must be approved by the board in order to receive credit.

(8) Applicants seeking provisional licensure in both speech-language pathology and clinical audiology shall meet the qualifications and submit the required documentation as stated above for both professions.

(9) The provisional license is valid for one (1) year. The license may be renewed one (1) time with board approval. Applicants may apply for provisional licensure renewal pursuant to 4 CSR 150-4.056.

(10) When an applicant has filed his/her application and the appropriate fee for provisional licensure, and the application is denied by the board or subsequently withdrawn by the applicant, the fee will be retained by the board as a service charge.

(11) An applicant may withdraw his/her application for provisional licensure anytime prior to the board's vote on his/her candidacy for licensure.

*AUTHORITY: sections 345.022 and 345.030, RSMo Supp. 1995.\* Original rule filed July 12, 1996, effective Jan. 30, 1997.*

*\*Original authority: 345.022, RSMo 1995 and 345.030, RSMo 1973, amended 1981, 1995.*

**4 CSR 150-4.056 Applicants for Provisional Licensure Renewal**

*PURPOSE: This rule provides the requirements for speech-language pathology and clinical audiology provisional licensure and provisional licensure renewal pursuant to section 345.022, RSMo.*

(1) Applicants for provisional licensure are required to make application on forms prepared by the board.

(2) No application will be considered unless fully and completely made out on the specified form and properly attested.

(3) Applications shall be sent to the State Board of Registration for the Healing Arts, P.O. Box 4, Jefferson City, MO 65102.

(4) The fee for provisional licensure shall be an appropriate fee, to be established by the board. The fee shall be sent in the form of a bank draft, post office money order or express money order payable on a United States bank made payable to the Missouri Board of Healing Arts. Personal and/or corporate checks will not be accepted. No application will be processed until the licensure fee is received.

(5) The applicant shall attach to the application a recent photograph not larger than three and one-half inches by five inches (3 1/2" × 5").

(6) Applicants for provisional licensure must submit the following documentation:

(A) Proof of receipt of a master's or doctoral degree from an institution accredited by the American Speech-Language-Hearing Association accrediting body, in the area for which licensure is sought. Documentation shall be provided on the board prescribed form and submitted directly to the board from the program director of the accredited institution;

(B) Proof of passage of the National Examination in Speech-Language Pathology and/or Clinical Audiology. Examination scores must be submitted to the board directly from the Educational Testing Service. The passing score shall remain consistent with the passing score set by the American Speech-Language-Hearing Association, on the date of licensure application;

(C) Applicants shall provide, on forms prescribed by the board, a plan for completion of the supervised postgraduate professional experience. This form must be signed by a supervisor holding current permanent Missouri licensure, in the area in which the applicant seeks licensure. The plan shall consist of at least thirty-six (36) weeks of full-time professional experience. A minimum of thirty (30) hours of work per week constitutes full-time employment. If the applicant works twenty-five to twenty-nine (25–29) hours per week, the length of the experience must be at least forty-eight (48) weeks. If the applicant works twenty to twenty-four (20–24) hours per week, the length of the experience must be at least sixty (60) weeks. If the applicant works fifteen to nineteen (15–19) hours per week, the length of the experience must be at

least seventy-two (72) weeks;

(D) At the conclusion of the supervised postgraduate experience period, the supervisor and the provisional licensee shall sign and submit a board prescribed report which documents completion of the experience; and

(E) Verification of licensure or registration to practice in another state or territory shall be submitted to the board directly from the licensing/registration agency.

(7) Provisional licensees who change their clinical fellowship site, clinical fellowship supervisor, or the number of hours worked per week, must submit, on forms prescribed by the board, the revised plan for completion of the supervised postgraduate professional experience, to the board no later than four (4) weeks after initiating the change. The change must be approved by the board in order to receive credit.

(8) Applicants seeking provisional licensure in both speech-language pathology and clinical audiology shall meet the qualifications and submit the required documentation as stated above for both professions.

(9) The provisional license is valid for one (1) year. The license may be renewed one (1) time with board approval. Applicants requesting renewal must submit a provisional licensure renewal application form, the renewal fee and the documentation required in section (6) of this rule.

(10) When an applicant has filed his/her application and the appropriate fee for provisional licensure, and the application is denied by the board or subsequently withdrawn by the applicant, the fee will be retained by the board as a service charge.

(11) An applicant may withdraw his/her application for provisional licensure anytime prior to the board's vote on his/her candidacy for licensure.

*AUTHORITY: sections 345.022 and 345.030, RSMo Supp. 1995.\* Original rule filed July 12, 1996, effective Jan. 30, 1997.*

*\*Original authority: 345.022, RSMo 1995 and 345.030, RSMo 1973, amended 1981, 1995.*

#### 4 CSR 150-4.060 Fees

*PURPOSE: This rule establishes the fees for speech pathologists or clinical audiologists, or both.*

(1) The following fees are established by the Advisory Commission for Speech-Language Pathologists and Clinical Audiologists and are payable in the form of a cashier's check or money order:

(A) Licensure Application Processing Fee	\$50.00
(B) Licensure Renewal Fee (personal checks acceptable)	\$25.00
(C) Reinstatement Fee	\$25.00
(D) Continuing Education Extension Fee (personal checks acceptable)	\$15.00.

(2) The following fees apply to speech-language pathology and clinical audiology aides:

(A) Registered Application Processing Fee	\$25.00
(B) Registration Renewal Fee (personal checks acceptable)	\$10.00
(C) Reinstatement Fee	\$10.00.

(3) The following fees apply to speech-language pathology and clinical audiology provisional licensees:

(A) Provisional Licensure Application Processing Fee	\$50.00
(B) Provisional Licensure Renewal Fee	\$50.00.

(4) All fees are nonrefundable.

(5) The provisions of this rule are declared severable. If any fee fixed by this rule is held invalid by a court of competent jurisdiction or by the Administrative Hearing Commission, the remaining provisions of this rule shall remain in full force and effect, unless otherwise determined by a court of competent jurisdiction or by the Administrative Hearing Commission.

*AUTHORITY: sections 345.015, 345.022, 345.030 and 354.051, 345.055, RSMo 1997 and 345.045, RSMo 1994.\* Original rule filed July 1, 1988, effective Oct. 27, 1988. Amended: Filed April 2, 1992, effective Dec. 3, 1992. Amended: July 12, 1996, effective Jan. 30, 1997. Amended: Filed Nov. 17, 1997, effective June 30, 1998.*

*\*Original authority: 345.015, RSMo 1973, amended 1986; 345.022, RSMo 1995; 345.030, RSMo 1973, amended 1981, 1995; and 345.045 and 345.055, RSMo 1973, amended 1981.*

#### 4 CSR 150-4.070 Name and Address Changes

*PURPOSE: This rule outlines the requirements and procedures for notifying the commission of name and address changes.*

(1) An individual practicing under a license issued by the commission shall ensure that the current license bears the current legal name of that individual.

(2) A licensee whose name is changed by marriage or court order promptly shall—

(A) Notify the commission of this change and provide a notarized copy of the appropriate document indicating this change; and

(B) Request from the commission a new license bearing the individual's new legal name.

(3) A licensee whose address, as it appears on the license, has changed must inform the commission of all changes by sending a letter to the commission's office in Jefferson City, Missouri within thirty (30) days of the effective date of the change.

*AUTHORITY: sections 345.020 and 345.075, RSMo 1986.\* Original rule filed July 1, 1988, effective Oct. 27, 1988.*

*\*Original authority: 345.020, RSMo (1973) and 345.075, RSMo (1973), amended 1981.*

**4 CSR 150-4.080 Ethical Standards**

*PURPOSE: This rule defines the form and content of ethical standards for speech pathologists, clinical audiologists, or both. For purposes of this rule, the term individual shall mean licensed speech pathologists, clinical audiologists, or both.*

(1) The protection of the public health, safety and welfare and the best interest of the public shall be the primary guide in determining the appropriate professional conduct of all individuals whose activities are regulated by the commission.

(2) Individuals licensed by the commission shall—

(A) Practice in a manner that is in the best interest of the public and does not endanger the public health, safety or welfare;

(B) Be able to justify the need for all services rendered to clients;

(C) Practice only within the competency areas for which they are qualified by training, experience, or both;

(D) Report to the commission known or suspected violations of the laws and regulations governing the practice of speech pathology, clinical audiology, or both;

(E) Use only those educational credentials and titles in association with their licensure and practice as a speech pathologist, clinical audiologist, or both, that have been earned at

an accredited educational institution and that are directly related to speech pathology, clinical audiology, or both;

(F) Use only indicators of current speech pathology, clinical audiology, or both, related credentials, such as the certificate of clinical competence, in association with their licensure and practice as professional speech pathologists, clinical audiologists, or both;

(G) Neither accept nor give commissions, rebates or other forms of remuneration for referral of clients for professional services or professional products;

(H) Ensure that fees and billing arrangements for services and products are available for review by the client;

(I) Not reveal to unauthorized persons any professional or personal information obtained from the client served professionally, unless required by law or unless necessary to protect the welfare of the client or the community;

(J) Ensure the welfare of clients is in no way compromised in any experimentation or research involving those clients;

(K) Ensure when advertising their services to the public that this advertising is neither fraudulent nor misleading;

(L) Not willfully or continually overcharge or overtreat clients, or charge for visits to the licensee's office which did not occur unless the services were contracted for in advance, or for services which were not rendered or documented in the client's record;

(M) Not attempt, directly or indirectly, by way of intimidation, coercion or deception, to obtain or retain a client or discourage the use of a second opinion or consultation; and

(N) Respond to all requests for information and all other correspondence from the commission.

(3) Individuals who dispense products to clients served professionally shall observe the following standards:

(A) Products associated with professional practice must be dispensed to the client served as a part of a program of comprehensive rehabilitative care;

(B) Fees established for professional services must be independent of whether a product is dispensed;

(C) Clients served must be provided freedom of choice for the source of services and products; and

(D) Products dispensed to the client served must be evaluated to determine effectiveness.

(4) The failure of the speech pathologist, clinical audiologist, or both to abide by any ethical standard set forth in this rule shall constitute misconduct and likewise be grounds for disciplinary proceedings.

*AUTHORITY: sections 345.030, 345.050 and 345.065, RSMo 1986.\* Original rule filed July 1, 1988, effective Oct. 27, 1988.*

*\*Original authority: 345.030, RSMo (1973), amended 1981; 345.050, RSMo (1973), amended 1981, 1984, 1985, 1986, 1990; and 345.065, RSMo (1973), amended 1981.*

**4 CSR 150-4.085 Administration of Hearing Screening Tests**

*PURPOSE: This rule defines the scope of administration for speech pathologists performing hearing screening tests.*

(1) Licensed speech pathologists may administer behavioral pure-tone air conduction hearing screening and screening tympanometry tests. Audiological tests performed for the purpose of diagnosis or treating disorders of hearing shall not be conducted by speech pathologists.

(2) Speech pathologists may perform automated Auditory Brain-Stem Response (ABR) (also known as Auditory Evoked Potential (AEP)) screening pursuant to the following restrictions:

(A) The speech pathologist may not interpret test results;

(B) Test data must be referred to a clinical audiologist licensed under Chapter 345, RSMo for interpretation. Interpretation shall not mean making a medical diagnosis relating to a patient examination;

(C) A licensed audiologist must assume responsibility for all referred patients; and

(D) A licensed audiologist must observe the person who is doing the ABR screening procedures at least quarterly to ensure quality assurance and proper calibration of equipment in accordance with the American Speech-Language-Hearing Association standards.

*AUTHORITY: section 345.015(6), RSMo 1986.\* Original rule filed June 4, 1991, effective Oct. 31, 1991.*

*\*Original authority 1973, amended 1986.*

**4 CSR 150-4.090 Public Complaint Handling and Disposition Procedure**

*PURPOSE: The Missouri State Speech Pathology and Clinical Audiology Advisory Commission receives public complaints concerning alleged violations of Chapter 345, RSMo. This rule establishes a procedure for*



*the receipt, handling and disposition of public complaints pursuant to section 345.065, RSMo.*

(1) Consumer complaints concerning alleged violations of Chapter 345, RSMo shall be handled as provided in this section.

(A) Any member of the public or profession, or any federal, state or local official, may make and file a complaint with the commission. The complaint may be against anyone licensed under Chapter 345, RSMo or an unlicensed individual or entity and may allege acts or practices which may constitute a violation of any provision of Chapter 345, RSMo. No member of the commission shall file a complaint with the commission while holding that office unless that member is excused from further commission deliberations or activity concerning the matter alleged within that complaint. The executive secretary or any administrative staff member of the commission or committee may file a complaint in the same manner as any member of the public.

(B) Each complaint must be typed or handwritten and signed by the complainant. Oral, telephone or written, but unsigned, communications will not be considered or processed as complaints. Complaints shall fully identify the nature of the complaint, show the name, address and telephone number of the complainant and be mailed or delivered to the following address: Missouri Speech Pathology and Clinical Audiology Advisory Commission, P.O. Box 4, Jefferson City, MO 65102.

(C) Each signed, written complaint received under this notice shall be logged in and maintained by the commission. Complaints shall be logged in consecutive order as received. The log shall contain, if known by the commission, a record of each complainant's name and address; the name and address of the subject of the complaint; the date each complaint is received by the commission; a brief statement of the acts complained of, including whether the complaint resulted in its dismissal by the committee or whether formal charges have been or will be filed with the Administrative Hearing Commission or what the ultimate disposition of the complaint was; and further information as the committee may direct.

(D) Each complaint made in accordance with this rule shall be acknowledged in writing and may be investigated. If a complaint is investigated, the complainant shall be informed in writing after the investigation is completed as to whether the investigation resulted in the complaint's dismissal by the committee or whether formal charges have been or will be filed with the Administrative Hearing Commission or what the ultimate disposition of the complaint was. The provi-

sions of this subsection shall not apply to complaints filed by staff members of the commission or committee based on information and belief, acting in reliance to third-party information received by the commission or committee.

(2) This rule shall not be deemed to limit the committee's authority to file a complaint with the Administrative Hearing Commission charging a licensee or registrant of the committee with any actionable conduct or violation, whether or not this complaint exceeds the scope to the acts charged in a preliminary public complaint filed with the committee and whether or not any public complaint has been filed with the commission or committee.

(3) The commission interprets this rule, which is required by law, to exist for the benefit of, those members of the public who submit complaints to the commission. This rule is not deemed to protect, or inure to the benefit of, those licensees, registrants or other persons against whom the committee has instituted or may institute administrative or judicial proceedings concerning possible violations of the provisions of Chapter 345, RSMo.

*AUTHORITY: sections 345.030 and 345.065, RSMo 1986.\* Original rule filed July 1, 1988, effective Oct. 27, 1988.*

*\*Original authority 1973, amended 1981.*

#### 4 CSR 150-4.100 Definitions

*PURPOSE: This rule defines the definitions used throughout these rules as related to the practice of speech-language pathology/clinical audiology aides.*

(1) Speech-language pathology aide and audiology aide—Any person who has had on-the-job training and works directly under the supervision of a licensed speech-language pathologist or clinical audiologist respectively.

*AUTHORITY: sections 345.015, RSMo 1986.\* Original rule filed April 2, 1992, effective Dec. 3, 1992.*

*\*Original authority 1973, amended 1986.*

#### 4 CSR 150-4.105 Educational Requirements

*PURPOSE: This rule details the educational requirements for speech-language pathology/clinical audiology aides.*

(1) To be eligible for registration as an audiology aide or speech-language pathology aide, each applicant must—1) be of good moral character and 2) hold a high school diploma or equivalent.

*AUTHORITY: sections 345.015, RSMo 1986.\* Original rule filed April 2, 1992, effective Dec. 3, 1992.*

*\*Original authority 1973, amended 1986.*

#### 4 CSR 150-4.110 Supervision Requirements

*PURPOSE: This rule details the supervision requirements for speech-language pathology/clinical audiology aides.*

(1) The application for registration of the speech-language aide, audiology aide, or both, must include a statement from a licensed professional speech-language pathologist or a licensed professional audiologist acknowledging his/her willingness to provide on-the-job training and acceptance of the responsibilities for supervising the aide.

(2) The licensed clinical audiologist or speech-language pathologist is responsible for one hundred percent (100%) of the aide's clinical activities. Direct, contemporaneous, on-site supervision shall be completed according to the following:

(A) The first ten (10) hours of direct clinical contact following training; and

(B) Ten percent (10%) of all clinical sessions after the first ten (10) hours to include at least one (1) in every ten (10) consecutive clinical sessions.

(3) The direct observations must be documented and include information on the quality of the aide's performance. Information obtained during direct observation may pertain to the—

(A) Agreement of the supervisor and the aide on correct/incorrect judgment of target behavior;

(B) Ability of the aide to carry out routine treatment tasks as prescribed;

(C) Accuracy in recording data; and

(D) Ability to interact effectively with the client. The performance evaluations shall be maintained on file for five (5) years.

(4) If the aide's performance in areas listed in subsections (3)(A)–(C) should fall below the ninety percent (90%) reliability level, the aide should be retrained in those skills and direct supervision should be increased until

the reliability level returns to ninety percent (90%).

(5) A licensed speech-language pathologist/audiologist shall not supervise more than one (1) aide at a time.

*AUTHORITY: section 345.015, RSMo 1986.\* Original rule filed April 2, 1992, effective Dec. 3, 1992.*

*\*Original authority 1973, amended 1986.*

#### **4 CSR 150-4.115 Scope of Practice**

*PURPOSE: This rule details the scope of practice for speech-language pathology/clinical audiology aides.*

(1) The duties of the speech-language pathology aide, audiology aide or both will be assigned by the licensed professional speech-language pathologist or professional clinical audiologist. The ethical and moral responsibility to the client shall rest entirely with the licensed professional clinical audiologist or professional speech-language pathologist. The aide may carry out specific clinical tasks if the supervising licensed speech-language pathologist/audiologist determines that the aide has the appropriate training and skills and if the supervisor provides the required supervision. Examples of activities which may be assigned to an aide include:

(A) Referral—responding to a request for service by relaying information concerning a referral to the supervising speech-language pathologist/audiologist;

(B) Screening.

1. Performing any routine screenings—speech, language, hearing.

2. Recording responses.

3. Obtaining identifying information about the client and reporting information to the supervising speech-language pathologist/audiologist;

(C) Service Management.

1. Maintaining the work setting.

2. Ordering supplies.

3. Participating in meetings; and

(D) Treatment.

1. Under a speech-language pathologist/audiologist's direction, presents tasks to the client to achieve the program plan.

2. Observes medical and safety precautions.

3. Records data/documents the program requires as directed by the speech-language pathologist/audiologist.

4. Provides maintenance exercise.

5. Modifies treatment materials as specified.

6. Schedules clients.

7. Transports clients.

(2) The aide shall not administer or interpret diagnostic tests, make diagnostic statements, determine case selection, present written reports to anyone other than the supervisor without the signature of the supervisor, make referrals to other professionals or agencies, use a title other than speech-language pathology aide or clinical audiology aide, develop or modify treatment plans, discharge clients from treatment or terminate treatment, disclose clinical information, either orally or in writing, to anyone other than the supervising speech-language pathologist/audiologist, or perform any procedure for which s/he is not qualified, has not been adequately trained or both.

*AUTHORITY: section 345.015, RSMo 1986.\* Original rule filed April 2, 1992, effective Dec. 3, 1992.*

*\*Original authority 1973, amended 1986.*

#### **4 CSR 150-4.120 Procedural Process for Registration**

*PURPOSE: This rule details the registration process for speech-language pathology/clinical audiology aides.*

(1) An applicant for registration as an aide shall submit all required information and documentation of credentials on official application forms obtained from the Missouri State Board of Registration for the Healing Arts, P.O. Box 4, Jefferson City, MO 65102.

(2) The required application materials shall include the application form which is signed by the registered speech-language pathologist or clinical audiologist who has agreed to supervise the aide. The executive director of the State Board of Registration for the Healing Arts shall issue the certificate of registration.

(3) During a registration year if there is a change in supervision, a new Supervisor Responsibility Statement must be completed by the current licensed supervisor and returned to the board. Without the completed statement on file, an aide may not practice as an aide until a current Supervisor Responsibility Statement is received by the board.

*AUTHORITY: section 345.015, RSMo 1986.\* Original rule filed April 2, 1992, effective Dec. 3, 1992.*

*\*Original authority 1973, amended 1986.*

#### **4 CSR 150-4.125 Display of Certificate**

*PURPOSE: This rule details the requirements for displaying a speech-language pathology/clinical audiology aide certificate of registration.*

A registrant shall display the certificate issued by the State Board of Registration for the Healing Arts in a prominent place in the primary location of practice.

*AUTHORITY: section 345.015, RSMo 1986.\* Original rule filed April 2, 1992, effective Dec. 3, 1992.*

*\*Original authority 1973, amended 1986.*

#### **4 CSR 150-4.130 Renewal of Certificate of Registration**

*PURPOSE: This rule details the process for renewing a speech-language pathology/clinical audiology aide registration certificate.*

Each registered speech-language pathology or clinical audiology aide shall annually pay the nonrefundable fee for renewal of the certificate of registration. The executive director shall not consider a license to be renewed until the completed registration renewal form signed by the supervising licensed speech-language pathologist/clinical audiologist and the renewal fee have been received by the State Board of Registration for the Healing Arts. The registered speech-language pathologist/clinical audiologist shall furnish a signed statement on forms provided by the board regarding the performance of the aide. This must accompany the renewal form.

*AUTHORITY: section 345.015, RSMo 1986.\* Original rule filed April 2, 1992, effective Dec. 3, 1992.*

*\*Original authority 1973, amended 1986.*