



## **SPEECH/LANGUAGE PATHOLOGIST (SLP)**

### **Qualifications**

MA or MS from an accredited University in Speech/Language Pathology. Current certification or license by state as required to practice speech pathology in the State of Washington. Must have CCC or working towards obtaining your certification from ASHA (CF).

### **Experience**

Work experience with children birth to three years of age preferred.

### **Responsible to:**

Executive Director, Deputy Director, and/or Department Supervisor.

### **Supervise:**

Speech/Language Paraprofessional

### **General responsibilities of the position are:**

1. To act as a member of the multidisciplinary team (MDT).
  - a. Contribute information pertaining to professional background.
  - b. Participate in team decisions based upon information presented by team members.
  - c. Carry through with "team decision" when interacting with the child/family.
2. To evaluate all children assigned to you within the timeline given and using the most appropriate test available to you.
3. To supervise the activities of the Speech/Language Paraprofessional as required.
4. To follow the policies and procedures established by the Children's Developmental Center.
5. To continue to obtain the knowledge required to remain current in the position by attending continuing education courses and workshops offered.
6. To assist in Childfind activities as requested by the Deputy Director.
7. To provide therapy within the natural environment as specified by the IFSP.

**Specific duties and responsibilities:**

1. Participate in the screening of children referred to the Center.
2. Participate in the evaluation of children assigned to you.
  - a. During the identification period.
  - b. Whenever specifically requested by the MDT.
3. Evaluate, using standardized tests whenever possible, as assigned in the areas of oral motor, hearing, receptive and expressive language and other skills indicated when deemed necessary by the MDT and within the timeline established by the MDT.
4. Record the results of the testing session using the format indicated by the Center and within the timeline established by the MDT.
5. Participate in the MDT meeting and IFSP meeting.
6. Develop and implement your treatment plan based upon your evaluation/observation, input from the parent(s), and MDT decisions.
7. Maintain department specific documentation pertaining to therapy goals and objectives.
8. Complete required paperwork fully and in a timely manner.
9. Supervise the Speech/Language Paraprofessional
  - a. Routinely observe the Speech Paraprofessional, on a quarterly basis.
  - b. Review with the Speech Paraprofessional, at a minimum on a quarterly basis, all data and program being conducted by the Speech Paraprofessional.
  - c. Annually evaluate the performance of the Speech Paraprofessional to determine job retention, advancement, growth areas, etc.
10. Document attendance, prepare billing sheet and submit appropriate paperwork to the office manager to assist with agency insurance/medicaid billing and time/attendance recording.

**Employee Acknowledgment**

I have read and understand this job description and I acknowledge that it does not identify all tasks that may be expected, nor address the standards of performance that must be maintained for continuing employment.

Revised: 9/2016