

**TITLE 690 - RULES OF THE BOARD OF EXAMINERS
FOR SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY**

Rules Effective June 11, 2005

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**TITLE 690 - RULES OF THE BOARD OF EXAMINERS
FOR SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY**

CHAPTER 1. ADMINISTRATIVE OPERATIONS

[Authority: 59 O.S., Sections 1610, 1613, 1619 and 1620; 75 O.S., Sections 302, 305 and 307]

[Source: Codified 12-31-91]

**SUBCHAPTER 1.
GENERAL PROVISIONS**

Section

- | | |
|------------|---|
| 690:1-1-1. | Purpose |
| 690:1-1-2. | [Reserved] |
| 690:1-1-3. | [Reserved] |
| 690:1-1-4. | [Reserved] |
| 690:1-1-5. | Application of the Act and rules of the Board |
| 690:1-1-6. | Effect of repeal, amendment or invalidity. |

690:1-1- 1. Purpose

This Chapter and Chapter 5 of this Title have been adopted for the purpose of complying with the provision of the Administrative Procedures Act of the State of Oklahoma. The Board has adopted these rules and procedures to regulate persons offering speech-language pathology and audiology services to the public in order to safeguard the public health, safety and welfare.

690: 1-1-2. [Reserved]

690: 1-1-3. [Reserved]

690: 1-1-4. [Reserved]

690:1-1-5. Application of the Act and rules of the Board

The provisions of the Speech-Language Pathology and Audiology Licensing Act (59 O.S. 1601. et. seq., as amended) and the rules of this Title apply:

- (1) to all individuals representing themselves as speech-language pathologists or audiologists or using related titles defined in paragraphs 5 and 9 of Section 1603 of the Act or who provide speech-language pathology or audiology services to the public for a fee and who are not specifically exempted under Section 1604 of the Act; the provisions of the Act do apply, however, to employees of the federal, state, county or municipal government or political subdivision thereof (excluded under Paragraph 2 of Section 1604 of the Act, when they engage in the private practice of speech-language pathology or

audiology;

(2) to all individuals representing themselves as speech-language pathology or audiology interns who are in the process of fulfilling the supervised clinical experience required by Paragraph 4 of Section 1605 of the Act, and

(3) to all individuals representing themselves as speech-language pathology or audiology assistants employed by and working under the direct supervision of a licensed speech-language pathologist or audiologist as specified in Subsection C of Section 1605 of the Act.

SUBCHAPTER 3. BOARD ORGANIZATION AND PROCEEDINGS

Section

- 690:1-3-1. Board meetings
- 690:1-3-2. Office of the Board
- 690:1-3-3. Forms
- 690:1-3-4. Monies and expenditures
- 690:1-3-5. Travel expenses
- 690:1-3-6. Formal and informal procedures
- 690:1-3-7. Complaints of violations of the Act
- 690:1-3-8. Requests to the Board
- 690:1-3-9. Distribution of regulations and procedures
- 690:1-3-10. Secretary of the Board
- 690:1-3-11. Executive Secretary and staff

690:1-3-1. Board meetings

The Board shall hold an annual meeting and at least three interim meetings and may hold special meetings called by the Chairperson or by a majority of its members. The Chairperson shall designate the date, place, and time prior to each meeting of the Board. Notice of time and place of all meetings shall be given to Board members by the Secretary at least fourteen (14) days before the meeting is to be held. However, in case of emergency requiring the Board to meet before such notice can be given, oral or telephone notification may be given no later than three (3) days before the meeting. The Board, at its meeting, shall follow the latest edition of Robert's Rules of Order - Newly Revised, in matters not covered by the Rules of the State Board or by the Administrative Procedures Act.

690:1-3-2. Office of the Board

The official office of the Board shall be located at the State Capitol City in Oklahoma County. All records of the Board shall be kept secure. Information may be obtained by making written request to said office, the address of which shall be listed in the annual directory. All submissions to the Board or requests of the Board shall be made in writing to said office. All communications with the Board must be in written form as a matter of record before official consideration will be given to issues, requests, or submissions brought before the Board.

690:1-3-3. Forms

The Board shall have such forms as are required for conduct of Board business. Such forms shall include

but are not limited to application for authorization to practice as an independent practitioner, an intern, or an assistant.

690:1-3-4. Monies and expenditures

The monies received by the Board shall be kept in the "Speech-Language Pathology and Audiology Licensing Fund". Expenditures from said fund shall be subject to the approval of the Board.

690:1-3-5. Travel expenses

Each Board member shall receive actual necessary travel and subsistence expenses incidental to Board meetings and the conduct of official Board business.

690:1-3-6. Formal and informal procedures

The Board shall have available, as appropriate, formal and informal procedures for use in conducting the business of the Board. Such procedures may involve but are not limited to hearings for individuals, questions of legal policy, inquiries concerning Board policies or decisions, or other Board business. Informal procedures shall be preferred unless either the Board or the requesting party requests a formal procedure. An informal meeting may be held without legal representation for the Board or the other party or parties at the meeting.

690:1-3-7. Complaints of violations of the Act

(a) Filing of complaint. Charges against individuals alleged to be practicing speech-language pathology or audiology unlawfully shall be in writing, shall be sworn to by the accuser, shall set forth in simple language the ground or grounds constituting the charges, and shall be filed with the Executive Secretary of the Board at the official office of the Board.

(b) Investigation of complaint. The Board shall undertake the investigation of complaints of violations of the law. The choice of investigative mode shall depend upon the circumstances of the case and the discretion of the Board.

690:1-3-8. Requests to the Board

All requests for hearings, declaratory rulings, or for the adoption, amendment, or repeal of the rules or regulations of this Title shall be in the form of a petition.

(1) (1) The petition shall be captioned as follows:

BEFORE THE OKLAHOMA BOARD OF EXAMINERS
FOR SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY

In RE (Nature of)
Proceeding, e.g.) No. _____
Request for Amendment) (to be completed
of the rule) by staff if no
regarding _____) number is assigned
) or known)

(2) The petition shall state the nature of the request and shall be signed by the party making the request or his agent or attorney.

690:1-3-9. Distribution of regulations and procedures

The Board shall distribute to each licensee all regulations and procedures established by the Board. Such distribution shall occur by means of the Board web site which will maintain a printable version of all items required by law (59, O.S., Section 1617 as amended), a verbatim copy of the licensing act and all rules established by the Board. Copies of the licensure law and the rules will be available free upon request to licensees and the public.

690:1-3-10. Officers of the Board

The Officers of the Board, as described in the Speech-Language Pathology and Audiology Licensing Act (59 O.S. 1601, et. Seq., as amended) shall be elected by the Board from among the members of the Board. The following officers shall be elected:

1. 1. Chair
2. 2. Vice-Chair
3. Secretary. The Secretary shall also serve as Treasurer.

690:1-3-11. Executive Secretary and staff

The Board may retain an Executive Secretary and other office staff as required to carry out its functions. Such individual(s) shall serve at the discretion of the Board and their continued service shall be subject to its annual review.

**TITLE 690 - RULES OF THE BOARD OF EXAMINERS
FOR SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY**

CHAPTER 5. RULES OF PRACTICE

Subchapter

1. Application of Rules	690: 5-1-1
3. Proceedings Upon Denial of License	690:5-3-1
5. Proceedings for Suspension, Revocation or Reprimand	690:5-5-1
7. Procedures in Individual Proceedings	690:5-7-1
9. Proceedings for Adoption, Amendment and Repeal of Rules	690:5-9-1
11. Administrative Review by the Board	690:5-11-1
13. Requests for Declaratory Rulings	690:5-13-1

[Authority: 59 O.S., Section 1613, as amended; 75 O.S., Section 302, as amended]

[Source: Codified 12-31-91]

**SUBCHAPTER 1.
APPLICATION OF RULES**

Section

690:5-1-1.	Purpose
690:5-1-2.	[Reserved]
690:5-1-3.	Rules to govern formal proceedings
690:5-1-4.	Informal proceedings
690:5-1-5.	Citation of rules

690:5-1-1. Purpose

This Chapter is adopted for the purpose of simplifying procedure, avoiding unnecessary delays, saving expenses, and facilitating the administration of the Speech-Language Pathology and Audiology Licensing Board. To that end, the Sections of this Chapter shall be given fair and impartial consideration and shall be cumulative to the Administrative Procedures Act of the State of Oklahoma.

690:5-1-2. [Reserved]

690:5-1-3. Rules to govern formal proceedings

The rules of this Chapter shall govern all formal proceedings of the Board of Examiners for Speech-Language Pathology and Audiology.

690:5-1-4. Informal proceedings

Informal proceedings may be held at the discretion of the Board upon written notice to the party whose matter is at issue.

SUBCHAPTER 3. PROCEEDINGS UPON DENIAL OF LICENSE

Section

- 690:5-3-1. Request for hearing
- 690:5-3-2. Submission of hearing request
- 690:5-3-3. Scheduling of hearing
- 690:5-3-4. Notice of hearing
- 690:5-3-5. Rights of aggrieved party at hearing
- 690:5-3-6. Order of Board affirming its decision
- 690:5-3-7. Action to annul or vacate Board's order

690:5-3-1. Request for hearing

Any person who feels aggrieved by reason of the Board's denial or rejection of his/her application for a license may request a hearing before the Board to reconsider the Board's decision.

690:5-3-2. Submission of hearing request

The request for hearing, including grounds for the hearing, shall be made and submitted in writing to the Secretary of the Board within thirty (30) days after receipt of notice of the Board's denial or rejection. Acceptance of a request for review submitted after such thirty (30) day period rests with the discretion of the Board.

690:5-3-3. Scheduling of hearing

Upon receipt of a request for hearing the Secretary shall schedule a hearing of the Board to be conducted within thirty (30) days from the receipt of the request or as soon as conveniently possible thereafter, at which time the Board shall review its previous decision denying or rejecting the aggrieved person's application for license.

690:5-3-4. Notice of hearing

Notice of the time and place of the hearing shall be given the aggrieved person at least twenty (20) days before the hearing is to be conducted.

690:5-3-5. Rights of aggrieved party at hearing

At the hearing, the aggrieved party shall have the right to be represented by counsel at his own expense and shall have the right to present evidence and argument in his own behalf. A record of the hearing shall be taken and preserved. Such record shall be made available to the aggrieved party upon written request and at his own expense.

690:5-3-6. Order of Board affirming its decision

If, upon hearing, the Board finds the initial decision regarding the aggrieved person's application for license was correct and valid, the Board shall issue an order affirming its decision denying or rejecting said application. The order shall be in writing and contain findings of fact and conclusions of law separately stated. A copy of the order shall be sent to the aggrieved person.

690:5-3-7. Action to annul or vacate Board's order

If the Board does not reverse its initial decision, the aggrieved party shall have the right to file suit in the District Court of Oklahoma County or in the district court of the county of his residence to annul or vacate the action or order of the Board. Such suit shall be initiated by filing a petition in the district court within thirty (30) days after the aggrieved party receives notice of the Board's decision after the hearing. Process shall be served upon the Secretary or Chairperson of the Board as in regular civil cases.

**SUBCHAPTER 5.
INDIVIDUAL PROCEEDINGS**

Section

- 690:5-5-1. Notice of proposed hearing
- 690:5-5-2. Continuance of hearing
- 690:5-5-3. Subpoena powers and administering of oaths
- 690:5-5-4. Rights of licensee at hearing
- 690:5-5-5. Presentation of evidence
- 690:5-5-6. Record of the hearing to be preserved
- 690:5-5-7. Transcription of oral proceedings
- 690:5-5-8. Order of Board for suspension, revocation or reprimand
- 690:5-5-9. Action to annul or vacate Board's order
- 690:5-5-10. Rules for hearings

690:5-5-1. Notice of proposed hearing

Whenever the Board chooses to exercise its statutory authority under Section 1619 of the Speech-Language Pathology and Audiology Licensing Act (59 O.S. 1619, as amended) to conduct a hearing to determine whether suspension or revocation of a license would be ordered or a reprimand issued, the Secretary of the Board shall give at least twenty (20) days written notice of such hearing to the licensee against whom the proceeding is directed. The Notice of the Hearing shall be served on the licensee either personally or by certified or registered mail and shall include the following information:

- (1) the time, place, and nature of the hearing;
- (2) (2) the legal authority and jurisdiction under which the hearing is being conducted;
- (3) (3) the ground or grounds constituting or forming the basis of the charge(s) against the licensee, including reference to the particular section(s) of the statute and/or rule involved.
- (4) (4) information regarding the licensee's right to legal counsel
- (5) (5) the names of the members of the hearing panel

690:5-5-2. Continuance of hearing

If, after due receipt of notice of hearing, the licensee shall be unable to appear for good cause shown, a continuance of the hearing may be granted by the Board. The time allowed shall be discretionary with the Board but shall not be less than two (2) weeks from the originally scheduled date of the hearing. Any further continuances and the time allowed shall be discretionary with the Board.

690:5-5-3. [EMERGENCY 1998] Subpoena powers and administering of oaths

The Board, through its Chairperson or Vice Chairperson, may administer oaths and may compel the attendance of witnesses and the production of physical evidence before it from witnesses upon whom process is

served anywhere within the state, as in civil cases in the district court, by subpoena issued over the signature of the Chairperson or Vice Chairperson and the seal of the Board. Upon request of the licensee and statement under oath that the testimony or evidence is reasonably necessary to his defense, the Board shall use this subpoena power in behalf of the licensee.

690:5-5-4. Rights of licensee at hearing

The licensee shall at all times have the right to counsel provided that such counsel be duly licensed to practice law in the State of Oklahoma. Such counsel shall have the right to appear and represent the licensee at the hearing. Such counsel shall be provided at the expense of the licensee.

690:5-5-5. Presentation of evidence

The licensee shall be entitled to be heard at the hearing either in person or by counsel and may produce testimony or testify in his own behalf. The licensee shall be entitled to present evidence and argument on all issues involved in the hearing and may conduct cross-examination required for a full and true disclosure of the facts.

690:5-5-6. Record of the hearing to be preserved

An accurate and complete record of the hearing shall be taken and preserved by the Board which shall include all pleadings, complaints, notices, motions, and intermediate rulings; all evidence including documentary evidence received or considered by the Board; questions and offers of proof, objections and the ruling thereon; a record of all oral proceedings; and a copy of the final order of the Board.

690:5-5-7. Transcription of oral proceedings

Oral proceedings shall be preserved by qualified reporter or tape recorder. The record of the proceedings or any part thereof may be transcribed upon request of the licensee and at his own expense. The licensee shall have the right to have the proceedings preserved by court reporter or other means of recordation of his own employ and at his own expense; however, this will not relieve the Board of its duty to preserve the record as required by law.

690:5-5-8. Order of Board for imposition of disciplinary action

If the licensee confesses guilt or, if upon hearing, the Board finds the charges against the licensee to be true, the Board shall issue an order suspending or revoking the license, reprimanding the licensee, and/or impose any other sanctions provided for by the Speech-Language Pathology and Audiology Licensing Act as the case may be. The order shall be in writing and contain complete findings of fact and conclusions of law separately stated. A copy of the order shall be sent to the licensee.

690:5-5-9. Action to annul or vacate Board's order

If the licensee feels aggrieved by reason of the Board's order suspending or revoking his license, reprimanding said licensee, or imposing any other sanctions provided for by the Speech-Language Pathology and Audiology Licensing Act, the licensee shall have the right to file suit in the District Court of Oklahoma County or in the district court of the county of his residence, provided that such residence is within the State of Oklahoma, to annul or vacate the action or order of the Board. Such suit shall be initiated by filing a petition in the district court within thirty (30) days after the licensee receives notice of the Board's final decision. Process shall be served upon the Executive Secretary or Chairperson of the Board as in regular civil cases.

690:5-5-10. Rules for hearings

The Board shall conduct all hearings in accordance with the provisions of the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1601, et. seq., as amended, and the Administrative Procedures Act of the State of Oklahoma.

**SUBCHAPTER 7.
PROCEDURES IN INDIVIDUAL
PROCEEDINGS**

Section

- 690:5-7-1. Filing of petition for relief against named person
- 690:5-7-2. Notice of filing of petition to person named
- 690:5-7-3. Service of notices and other papers
- 690:5-7-4. Service by mail or publication
- 690:5-7-5. Setting of hearing and hearing continuance
- 690:5-7-6. Subpoena powers

690:5-7-1. Filing of petition for relief against named person

In each individual proceeding, there shall be filed with the Board of Examiners for Speech-Language Pathology and Audiology a petition containing a reference to the statutes and/or rules involved, a brief statement of acts giving a right to relief, and a statement as to the type of relief requested. Each petition shall indicate the name and address of the person against whom relief is sought and shall be signed by the complainant.

690:5-7-2. Notice of filing of petition to person named

The Chairperson of the Board, or his designee, shall notify the person named in the petition of the filing of the petition, and the date, time, and place for the hearing. The notice shall comply with the requirements of the Administrative Procedures Act and may incorporate by reference material alleged in the petition if a copy of the petition is attached to the notice.

690:5-7-3. Service of notices and other papers

All notices or other papers requiring service in an individual proceeding shall, unless otherwise provided by statute, be served in one of the following manners:

- (1) personal service by a person appointed by the Board to make such service, in the manner authorized by laws of this State for the service of summons or other process in the State Courts; or
- (2) by certified mail forwarded by the Board or its designee, at the exact location that the person can be served such notice.
- (3) if the personal service or service by mail cannot be made after the exercise of all due diligence to learn the whereabouts or mailing address of any person to be served, then due notice may be given by publication in such newspapers as are determined by the Board to be appropriate.

690:5-7-4. Service by mail or publication

Service of notice shall be complete upon receipt of certified mail by the addressee or upon the first posting of publication of the notice.

690:5-7-5. Setting of hearing and hearing continuance

The time set for a hearing as specified in the notice shall ordinarily not be less than fifteen (15) days after service of notice. A motion for an extension of time or for a continuance of the hearing to another date or time shall be in writing and shall be filed with the Board or its designated hearing officer. Any such motion for an extension or continuance shall state the reason(s) for the request and specify the additional time requested. The Board or its designated hearing officer shall act promptly upon such motion and shall grant or deny such request in the exercise of sound discretion. If the motion is denied, a party may renew his request orally or at a hearing.

690:5-7-6. Subpoena powers

Subpoenas requiring the attendance of witnesses requiring information to be furnished to the hearing officer, and/or for the production of evidence shall be issued by the Board or its designee upon written request. Hearings pursuant to such a request, when granted, shall be limited to the issues upon which the reconsideration, reopening or rehearing was granted.

**SUBCHAPTER 9.
PROCEEDINGS FOR ADOPTION,
AMENDMENT AND REPEAL OF RULES**

Section

- 690:5-9-1. Authority to promulgate, amend or repeal rules
- 690:5-9-2. Petition for promulgation, amendment or repeal
- 690:5-9-3. Consideration of petition by the Board
- 690:5-9-4. Hearings on Board's own motion
- 690:5-9-5. Appearances at hearings on proposed rules
- 690:5-9-6. Submission of evidence and argument on proposed rules

690:5-9-1. Authority to promulgate, amend or repeal rules

The Board may promulgate, amend, or repeal a rule of its own initiative, and may promulgate, amend, or repeal a rule in compliance with the Oklahoma Statutes.

690:5-9-2. Petition for promulgation, amendment or repeal

Any interested person may petition the Board, requesting the promulgation, amendment, or repeal of a rule. All such petitions shall be in writing, and filed with the Secretary of the Board, at the principal office. The petition shall state, clearly and concisely, all matters pertaining to the requested action and the reasons for the requests. The requests must also state whether there is someone known to the petitioner who is concerned with the subject of the request and should be notified of the hearing.

690:5-9-3. Consideration of petition by the Board

Petitions concerning rules will be considered by the Board at its next regularly scheduled meeting or at a special meeting. The Board may, at its discretion, postpone the discussion and ruling on the petition until the next regular or special meeting and shall notify all parties of such postponement. Upon hearing the petition, the Board will notify the petitioner within twenty (20) days whether the Board will consider rule-making action.

690:5-9-4. Hearings on Board's own motion

The Board may conduct hearings on proposed rules on its own motion.

690:5-9-5. Appearances at hearings on proposed rules

Any person who is interested or affected by a proposed action may appear at the hearing. An appearance may be made individually, by an attorney, or by an authorized agent.

690:5-9-6. Submission of evidence and argument on proposed rules

Prior to the adoption, amendment, or repeal of a rule the Board shall afford an interested person a reasonable opportunity to submit data, views, and arguments, either oral or written, concerning such proposed action. If the rule under consideration is one which affects the substantive right of any person, the Board upon written request shall grant any person or association a reasonable opportunity to submit data, views, and arguments, either oral or written, concerning such proposed action. Oral argument on such rule shall also be granted when requested by a subdivision or an agency of government. If no substantive rights of the person, association, or governmental entity are affected by or involved in the rule to be considered, the Board may, at its discretion, refuse to hear oral argument and require such matters to be submitted in writing. The Board, in the exercise of its sound discretion shall determine whether the proposed action affects any such substantive rights.

**SUBCHAPTER 11.
ADMINISTRATIVE REVIEW BY
THE BOARD**

Section

690:5-11-1. Procedure for administrative review by the Board

690:5-11-1. Procedure for administrative review by the Board

When administrative review by the Board of an Order of the Board is required or provided by statute as an administrative remedy, the following procedure shall apply:

- (1) The person aggrieved by such order shall file a petition requesting review of the order within thirty (30) days of the date on which the order of the Board was issued. This is jurisdictional.
- (2) The Secretary of the Board shall make available to the Board the record of proceeding, the findings of fact and conclusions of law, and the order entered in the proceeding.
- (3) At the next regularly scheduled meeting, the Board, without further hearing on the matter, shall review the record of the proceedings.
- (4) Upon review of the record, the Board may adopt, amend, or reject any conclusion or finding made, and may, at its discretion, remand the proceeding to allow additional argument or the introduction of additional evidence at the hearing.

**SUBCHAPTER 13.
REQUESTS FOR DECLARATORY
RULINGS**

Section

- 690:5-13-1. Filing of petition for declaratory ruling
- 690:5-13-2. Contents of petition for declaratory ruling
- 690:5-13-3. Consideration by Board
- 690:5-13-4. Presentation and argument
- 690:5-13-5. Decision of the Board
- 690:5-13-6. Appeals from declaratory rulings

690:5-13-1. Filing of petition for declaratory ruling

All requests for declaratory rulings as to the applicability of any rule or order of the Board shall be made by filing a petition with the Board requesting such ruling.

690:5-13-2. Contents of petition for declaratory ruling

The petition shall identify the rule or order questioned, the date on which such rule or order became effective, and shall set forth the contents of the rule or order. The petition shall include a brief statement of the issue or issues raised by the rule or order which caused such request to be made, and a statement as to the petitioner's personal interest in the ruling of the Board and how a ruling by the Board will affect that interest.

690:5-13-3. Consideration by Board

Upon receipt of a petition requesting such declaratory ruling, the Board shall consider the petition and respond to the request at its next regularly scheduled Board meeting subsequent to the filing of the petition.

690:5-13-4. Presentation and argument

The Board may entertain oral presentation or argument on the request of the petitioner and, on its own motion, may request such argument or presentation.

690:5-13-5. Decision of the Board

On considering the petition, the Board, in its sound discretion, may refuse to issue a declaratory ruling, may decide the issue and determine the validity of the rule or order or the applicability to the petitioner of the rule or order.

690:5-13-6. Appeals from declaratory rulings

Appeals from declaratory rulings of the Board may be taken in a manner consistent with the State's Administrative Procedures Act.

**TITLE 690 - RULES OF THE BOARD OF EXAMINERS
FOR SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY**

CHAPTER 10. LICENSURE AND FEES

Subchapter

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7. Authorization of Assistants	690:10-7-1
9. Fees	690:10-9-1

[Authority: 59 O.S., Sections 1610, 1613, 1615, 1616, as amended]

[Source: Codified 12-31-91]

**SUBCHAPTER 1.
GENERAL PROVISIONS**

690:10-1-1.	Purpose
690:10-1-2.	[Reserved]
690:10-1-3.	Effect of licensure

690:10-1-1. Purpose

This Chapter has been adopted for the purpose of protecting the public from the unauthorized practice of Speech-Language Pathology or Audiology in the State of Oklahoma by limiting such practice to those persons who meet the requirements for such licensure or authorization to practice.

690:10-1-2. [Reserved]

690:10-1-3. Effect of licensure

(a) Licenses considered general. The license shall be considered a generic (general) license in speech-language pathology or audiology and shall be issued to each applicant found to meet the requirements for licensure established by the Board.

(b) Area of practice limited. An individual shall practice only in the area(s) (speech-language pathology and/or audiology) in which he is authorized by the Board.

**SUBCHAPTER 3.
LICENSURE SPEECH-LANGUAGE PATHOLOGISTS AND AUDIOLOGISTS**

Section

690:10-3-1.	Application for licensure as a speech-language pathologist and/or audiologist
690:10-3-2.	Separate applications for speech-language pathology and audiology
690:10-3-3.	Criteria considered for licensure
690:10-3-4.	Academic requirement

- 690:10-3-5. Supervised clinical practicum requirement
- 690:10-3-6. Clinical experience requirement
- 690:10-3-7. Examination requirement and exceptions

690:10-3-1. Application for licensure as a speech-language pathologist and/or audiologist

Application for licensure as a speech-language pathologist and/or audiologist should be made only after completion of the requirements for license as defined in 59 O.S., Section 1605, as amended, and in this Chapter. Persons desiring licensure may obtain the official application form for such purpose from the Executive Secretary. The application and all necessary papers must be filed with the Executive Secretary at the official office of the Board. The application must be accompanied by seventy-five dollars (\$75.00) in the form of a check, cashier's check or money order. If, after evaluation, the applicant is not found eligible for licensure, or for licensure without examination, the seventy-five dollar (\$75.00) fee shall be forfeited. A minimum of three (3) and a maximum of five (5) references from speech-language pathologists or audiologists who themselves are licensed or licensable shall be required in support of each applicant. Such references must be from individuals licensable in the same professional area (speech-language pathology or audiology) in which the applicant seeks a license. Board members shall not serve as reference for applicants.

690:10-3-2. Separate applications for speech-language pathology and audiology

Separate applications shall be required of an applicant for licenses in both speech-language pathology and audiology.

690:10-3-3. Criteria considered for licensure

The Board shall consider on an individual basis the request of each applicant for licensure under Section 1605 of the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1605, as amended, using the criteria contained in the following Sections of these rules. Written notification from the chair or program director of an academic institution accredited by the Council for Academic Accreditation, or equivalent accrediting agency as determined by the Board, verifying that applicant attended the academic institution and completed the academic course work requirement and clinical practicum requirement, shall serve as presumptive proof of completion of the requirements. The Board retains the power to determine whether applicant has completed all requirements.

690:10-3-4. Academic requirement

(a) Degree requirement.

(1) Each speech-language pathology applicant shall hold not less than a master's degree, or its equivalent, with a major emphasis in speech-language pathology or audiology from an accredited academic institution offering a graduate program in speech-language pathology.

(2) Each audiology applicant, until December 31, 2006, shall hold not less than a master's degree, or its equivalent, with a major emphasis in audiology from an accredited academic institution offering a graduate program in audiology. After December 31, 2006, each audiology applicant shall hold not less than a post-baccalaureate residential professional doctor of audiology degree (Au.D) from a regionally accredited academic institution, a post-masters distance education professional doctor of audiology degree (Au.D.) from a regionally accredited academic institution, a Doctor of Philosophy degree (Ph.D.) with emphasis in audiology from a regionally accredited academic institution, or its equivalent as determined by the Board.

(b) Academic transcripts.

(1) Each speech-language pathology applicant seeking licensure shall submit a bona fide official academic transcript(s) and verification of (Academic Preparation and Practicum Form – Verification for Licensure

Application) completion of at least 75 semester credit hours from one or more accredited colleges or universities that reflect a well-integrated program of study dealing with (a) the biological/physical sciences and mathematics, (b) the behavioral and/or social sciences, including normal aspects of human behavior and communication, and the nature, prevention, evaluation, and treatment of speech, language, hearing, and related disorders. Some course work must address issues pertaining to normal and abnormal human development and behavior across the life span and to culturally diverse populations. At least twenty-seven (27) of the 75 semester credit hours must be in Basic Science Course Work. At least thirty-six (36) of the 75 semester credit hours must be in Professional Course Work.

(A) Basic Science Course Work. Applicants must earn at least twenty-seven (27) credit hours in the basic sciences. At least six (6) semester credit hours must be in the biological/physical sciences and mathematics. At least six (6) semester hours must be in the behavioral and/social sciences. At least fifteen (15) semester credit hours must be in the basic human communication processes, to include course work in each of the following three areas of speech, language, and hearing: the anatomic and physiologic bases, the physical and psychophysical bases, and the linguistic, and psycholinguistic and cultural aspects.

(B) Professional Course Work. Applicants must earn at least thirty-six (36) semester credit hours in graduate or professional courses that concern the nature, prevention, evaluation, and treatment of speech, language and hearing disorders. Those thirty-six (36) semester credit hours must encompass courses in speech, language, and hearing that concern disorders primarily affecting children as well as disorders primarily affecting adults.

(2) Specific knowledge must be demonstrated in the following areas:

- (A) articulation
- (B) fluency
- (C) voice and resonance, including respiration and phonation
- (D) receptive and expressive language (phonology, morphology, syntax, semantics, and pragmatics) in speaking, listening, reading, writing, and manual modalities
- (E) hearing, including the impact on speech and language
- (F) swallowing (oral, pharyngeal, esophageal, and related functions, including oral functions for feeding; orofacial myofunction)
- (G) cognitive aspects of communication (attention, memory, sequencing, problem-solving, executive functioning)
- (H) social aspects of communication (including challenging behavior, ineffective social skills, lack of communication opportunities);
- (I) communication modalities (including oral, manual, augmentative, and alternative communication techniques and assistive technologies)

(3) Waiver of transcript.

The Board shall waive the transcript requirement and grant a license to any applicant for licensure as a speech-language pathologist who holds the Certificate of Clinical Competence of the American Speech-Language-Hearing Association or its current equivalent, provided that the current requirements for such certification are equivalent to or greater than those for licensure under the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1601, et. seq., as amended. Evidence of such certification shall be received by the Board directly from the American Speech-Language-Hearing Association. All fees associated with obtaining such evidence shall be borne by the applicant.

(4). Each audiology applicant, until December 31, 2006, seeking licensure shall submit a bona fide official

academic transcript(s) and verification of (Academic Preparation and Practicum Form –Verification for Licensure Application) completion of at least thirty six (36) semester credit hours from one or more accredited colleges or universities that reflect a well-integrated program of study dealing with (a) the biological/physical sciences and mathematics, (b) the behavioral and/or social sciences, including normal aspects of human behavior and communication, and the nature, prevention, evaluation, and treatment of speech, language, hearing, and related disorders. Some course work must address issues pertaining to normal and abnormal human development and behavior across the life span and to culturally diverse populations. After December 31, 2006 each audiology applicant seeking licensure shall submit a bona fide official academic transcript(s) and verification of (Academic Preparation and Practicum Form –Verification for Licensure Application) completion of at least 75 semester credit hours in graduate or professional courses from one or more accredited colleges or universities that reflect a well-integrated program of study dealing with the practice of audiology. Specific knowledge must be demonstrated in the following areas:

- (A) identification, diagnosis, assessment, measurement, testing, appraisal and evaluation related to hearing, vestibular function, equilibrium, balance and fall prevention, and associated neural systems;
- (B) prevention, treatment, intervention, management and counseling related to hearing, vestibular function, equilibrium, balance and fall prevention, and associated neural systems;
- (C) identification, evaluation and treatment of any abnormal condition related to auditory sensitivity, acuity, tinnitus, function or processing, speech, language or other aberrant behavior resulting from hearing loss;
- (D) designing, and implementing aural habilitation and rehabilitation or other related programs for the amelioration of disorders of hearing, vestibular function, equilibrium, balance, and fall prevention and associated neural systems.

(5) Waiver of transcript. The Board shall waive the transcript requirement and grant a license to any applicant for licensure as an audiologist who holds the Certificate of Clinical Competence of the American Speech-Language-Hearing Association or its current equivalent, provided that the current requirements for such certification are equivalent to or greater than those for licensure under the Speech–Language Pathology and Audiology Licensing Act, 59 O.S. 1601, et. seq., as amended. Evidence of such certification shall be received by the Board directly from the American Speech-Language-Hearing Association or its current equivalent. All fees associated with obtaining such evidence shall be borne by the applicant.

690:10-3-5. Supervised clinical practicum requirement

(A) Until December 31, 2004 each speech-language pathology applicant seeking licensure shall submit evidence (Academic Preparation and Practicum Form – Verification for Licensure Application) of satisfactory completion of three hundred seventy-five (375) clock hours of supervised clinical observation and clinical practicum that are provided by the educational institution or by one of its cooperating programs.

(1) Clinical Observation. Applicants must complete at least twenty-five clock hours of supervised observation prior to beginning the initial clinical practicum. Those twenty-five (25) clock hours must concern the evaluation and treatment of children and adults with disorders of speech, language, or hearing.

(2) Clinical Practicum. Until December 31, 2004, applicants must complete at least three hundred fifty (350) clock hours of supervised clinical practicum that concerns the evaluation and treatment of children and adults with disorders of speech, language, and hearing. No more than twenty-five (25) of the clock hours may be obtained from participation in staffings in which evaluation, treatment, and/or recommendations are discussed or formulated with or without the client present. At least two hundred

fifty (250) of the three hundred fifty (350) clock hours must be completed in the professional area for which licensure is sought while the applicant is engaged in graduate study. At least fifty (50) supervised clock hours must be completed in each of three (3) types of clinical settings. The applicant must have experience in the evaluation and treatment of children and adults and with a variety of types and severities of disorders of speech, language, and hearing.

(A) Speech-language pathology applicants must complete at least two hundred fifty (250) of the three hundred fifty (350) supervised clock hours in speech-language pathology.

(i) At least twenty (20) of those two hundred fifty (250) clock hours must be completed in each of the eight categories listed below:

- (I) Evaluation: Speech disorders in children
- (II) Evaluation: Speech disorders in adults
- (III) Evaluation: Language disorders in children
- (IV) Evaluation: Language disorders in adults
- (V) Treatment: Speech disorders in children
- (VI) Treatment: Speech disorders in adults
- (VII) Treatment: Language disorders in children
- (VIII) Treatment: Language disorders in adults

(ii) (ii) Up to twenty (20) clock hours in the major professional area may be in related disorders.

(iii) At least twenty (20) of the three hundred fifty (350) clock hours must be in audiology.

(iv) A portion of the twenty (20) clock hours must involve the evaluation or screening of individuals with hearing disorders, a portion must involve habilitation/rehabilitation of individuals who have hearing impairment.

(b) After December 31, 2004, speech language pathology applicants must submit evidence of satisfactory completion of four hundred (400) clock hours of supervised clinical practicum, of which at least must 375 must be in direct client/patient contact and 25 in clinical observation that are provided by the educational institution or by one of its cooperating programs. At least 325 of the 400 clock hours must be completed while the applicant is engaged in graduate study in a program accredited in speech language pathology by the Council of Academic Accreditation in Audiology and Speech-Language Pathology.

(c) Until December 31, 2006, audiology applicants must complete at least two hundred fifty (250) of the three hundred fifty (350) supervised clock hours in audiology.

(A) At least forty (40) of those two hundred fifty (250) clock hours must be completed in each of the first two (2) categories listed below.

(B) At least eighty (80) supervised clock hours must be completed in categories III and IV with a minimum of ten (10) hours in each of these categories.

(C) At least twenty (20) of those two hundred fifty (25) clock hours must be completed in category five V.

- (i) Evaluation: Hearing in children
- (ii) Evaluation: Hearing in adults
- (iii) Selection and use: Amplification and assistive devices for children
- (iv) Selection and use: Amplification and assistive devices for adults
- (v) Treatment: Hearing disorders in children and adults

(D) Up to twenty (20) clock hours in the major professional area may be in related disorders.

(E) At least twenty (20) of the three hundred fifty (350) clock hours must be in speech-language pathology.

(F) A portion of those twenty (20) clock hours must involve the evaluation or screening of

individuals with speech and language disorders unrelated to hearing impairment, and a portion must involve the treatment of individuals with speech and language disorders unrelated to hearing impairment.

(d) After December 31, 2006, with the exception of post-masters professional degree (Au.D) applicants and applicants with a Ph.D. with a major emphasis in audiology, audiology applicants must demonstrate completion of a minimum of (1820) supervised clinical practicum hours in audiology through clinical practicum, clinical rotations, or externships during their professional or graduate doctoral degree program. Audiology applicants with a post-masters distance education professional degree (Au.D.) and applicants with a Ph.D. with a major emphasis in audiology must provide evidence of a minimum of (350) supervised clinical practicum hours obtained in audiology through clinical practicum, clinical rotations, or externships during their masters or Ph.D. degree program. In addition, audiology applicants with a post-masters distance education professional degree (Au.D.) or a Ph.D. with a major emphasis in audiology must provide evidence of a completed Clinical Experience of no less than nine (9) months of successful full-time, paid clinical experience in audiology, obtained under the supervision of one or more independent practitioners licensed under the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1601, et. seq., as amended or of one or more persons whose education and experience are the equivalent of an independent practitioner. The supervisor of clinical experience must be eligible for licensure as an audiologist. This supervision must entail the personal and direct involvement of the supervisor in any and all ways that will permit him to evaluate the applicant's performance in professional clinical employment and must include direct observation. The applicant and his supervisor must list and describe the methods of supervision employed. Specific information should be given regarding the professional activity supervised, the number of supervisory contacts per month, and the length of each supervisory contact. The supervisor shall base his total evaluation on no less than thirty-six (36) supervisory visits. This experience must follow completion of the requirements of 690:10-3-3 and 690:10-3-6. "Full-time" is defined as at least thirty (30) hours per week; the nine (9) months of full time paid experience must be obtained within a period of twenty-four consecutive months. This requirement may also be fulfilled by eighteen (18) months of half time paid experience of at least fifteen (15) hours per week which must be completed within a period of thirty-six (36) consecutive months.

All clinical practicum, clinical rotations or externships adduced to satisfy this requirement must have been obtained under the supervision of an individual eligible for licensure as a speech-language pathologist or audiologist under the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1601, et. seq., as amended, and this Chapter. The supervisor of clinical practicum, clinical rotations or externships must be eligible for licensure in the professional area (speech-language pathology or audiology) in which the supervision is provided.

690:10-3-6. Clinical experience requirement

(a) Clinical experience form.

(1) Each speech-language pathology applicant shall submit evidence (Clinical Experience Form) of no less than nine (9) months of successful, full time, paid, clinical experience in the area for which a license is required, obtained under the supervision of one or more independent practitioners licensed under the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1601. et. seq., as amended, or of one or more persons whose education and experience are the equivalent of an independent practitioner. The supervisor of clinical experience must be eligible for licensure as a speech-language pathologist. This supervision must entail the personal and direct involvement of the supervisor in any and all ways that will permit him to evaluate the applicant's performance in professional clinical employment and must include direct observation. The applicant and his supervisor must list and describe the methods of supervision employed. Specific information should be

given regarding the professional activity supervised, the number of supervisory contacts per month, and the length of each supervisory contact. The supervisor shall base his total evaluation on no less than thirty-six (36) supervisory visits. This experience must follow completion of the requirements of 690:10-3-3 and 690:10-3-6. "Full-time" is defined as at least thirty (30) hours per week; the nine (9) months of full time paid experience must be obtained within a period of twenty-four consecutive months. This requirement may also be fulfilled by eighteen (18) months of half time paid experience of at least fifteen (15) hours per week which must be completed within a period of thirty-six (36) consecutive months.

(2) Each audiology applicant, until December 31, 2006, may submit evidence (Clinical Experience Form) of no less than nine (9) months of successful, full time, paid, clinical experience in the area for which a license is required, obtained under the supervision of one or more independent practitioners licensed under the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1601. et. seq., as amended, or of one or more persons whose education and experience are the equivalent of an independent practitioner. The supervisor of clinical experience must be eligible for licensure as an audiologist. This supervision must entail the personal and direct involvement of the supervisor in any and all ways that will permit him to evaluate the applicant's performance in professional clinical employment and must include direct observation. The applicant and his supervisor must list and describe the methods of supervision employed. Specific information should be given regarding the professional activity supervised, the number of supervisory contacts per month, and the length of each supervisory contact. The supervisor shall base his total evaluation on no less than thirty-six (36) supervisory visits. This experience must follow completion of the requirements of 690:10-3-3 and 690:10-3-6. "Full-time" is defined as at least thirty (30) hours per week; the nine (9) months of full time paid experience must be obtained within a period of twenty-four consecutive months. This requirement may also be fulfilled by eighteen (18) months of half time paid experience of at least fifteen (15) hours per week which must be completed within a period of thirty-six (36) consecutive months. Before December 31, 2006, audiology applicants possessing a residential, four-year Au.D. degree or its equivalent will be required to present to the Board only a copy of the Au.D. degree diploma, or its equivalent, from an accredited academic institution in order to demonstrate completion of the clinical rotation or externship requirement. After December 31, 2006, with the exception of audiology applicants with a post-masters distance education professional degree (Au.D.) or applicants with a Ph.D. with a major emphasis in audiology, each audiology applicant will be required to present to the Board a copy of an Au.D. degree diploma, or its equivalent, from an accredited academic institution in order to demonstrate completion of the clinical rotation or externship requirement. After December 31, 2006, audiology applicants with a post-masters distance education professional degree (Au.D.) or applicants with a Ph.D. with a major emphasis in audiology must provide evidence of a completed Clinical Experience of no less than nine (9) months of successful full-time, paid clinical experience in audiology, obtained under the supervision of one or more independent practitioners licensed under the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1601, et. seq., as amended or of one or more persons whose education and experience are the equivalent of an independent practitioner in order to demonstrate completion of the clinical rotation or externship requirement.

(b) **Waiver of clinical experience requirement.** The Board shall waive the clinical experience requirement and grant a license to any applicant who holds the Certificate of Clinical Competence of the American Speech-Language-Hearing Association or its current equivalent in the area for which he is applying for licensure, provided that the current requirements for such certification are equivalent to or greater than those for licensure under the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1601, et. seq., as amended. The current requirements for the Certificate of Clinical Competence of the American Speech-Language-Hearing Association are deemed the equivalent of those for licensure under the Act. Evidence of such certification shall be received by the Board directly from the American Speech-Language-Hearing Association. All fees associated with obtaining such evidence shall be borne by the applicant.

690:10-3-7. Examination requirement and exceptions

(a) **Examination.** All applicants for licensure as a speech-language pathologist and/or audiologist must present evidence of successful completion of the examination approved by the Board. The examination must be passed within two (2) years after board approval of the applicant's first application for licensure. Failure to pass the examination within this time period shall result in revocation of authorization to practice under supervision as defined in Subchapter 7 of this Chapter.

(1) The Board designates the Area Examination in Speech-Language Pathology or the Area Examination in Audiology offered as part of the National Teachers Examinations (NTE), Education Testing Service, Princeton, New Jersey, as the State Licensure Examination for speech-language pathologists and audiologists, respectively. It shall be the responsibility of the applicant to assure that his score on the appropriate Area Examination is forwarded by NTE to the Board.

(2) An applicant who fails his examination may be re-examined at subsequent examinations upon payment of another examination fee to NTE. Re-examination of applicants who fail the examination is possible only at regular administrations of the National Teacher Examinations. Arrangements and fees are the responsibility of the applicant.

(3) Exceptions to the two year requirement may be granted by the Board under extenuating circumstances.

(b) **Waiver of examination.** The Board shall waive the examination and grant a license to any applicant who holds the Certificate of Clinical Competence of the American Speech-Language-Hearing Association or its current equivalent in the area for which he is applying for licensure, provided that the current requirements for such certification are equivalent to or greater than those for licensure under the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1601, et. seq., as amended. The current requirements for the Certificate of Clinical Competence of the American Speech-Language-Hearing Association are deemed the equivalent of those for licensure under the Act. Evidence of such certification shall be received by the Board directly from the American Speech-Language-Hearing Association. All fees associated with obtaining such evidence shall be borne by the applicant.

(c) **Reciprocity.** An applicant for licensure in speech-language pathology under the reciprocity provisions of Subsection B of Section 1606 of the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1606. as amended, may be so licensed if he possesses a current license or certificate in speech-language pathology granted by a legally constituted board (a board established by legislation) and which was granted only on the basis of qualifications which were not less than those of the Act at the time the license was issued. Evidence of equivalence shall be provided by the applicant.

690:10-3-8. Continuing education for speech-language pathologists and audiologists

(a) **Purpose.** The purpose of continuing education requirements for speech-language pathologists and audiologists is to assure that licensees update and advance their skills such that the public shall benefit from the most current and effective standards of professional practice. To further the goal of public benefit, all speech-language pathologists and audiologists are encouraged to fulfill a portion of their continuing education requirements in the area of ethics, professional conduct, and related legal issues.

(b) **Clock hours required for license renewal.** A minimum of twenty (20) clock hours of acceptable continuing education will be required for renewal of a license to practice speech-language pathology or audiology in a two year period. The continuing education period begins in January of every odd-numbered year. A speech-language pathologist or audiologist obtaining initial licensure during a two year period shall have his or her continuing education requirement prorated to 2.5 clock hours per full quarter remaining in that period.

(c) **Approval of continuing education activities required.** Continuing education hours may be granted for acceptable educational activities which are approved by the Board, or by a committee appointed by the

Board. No hours will be granted for any activities or categories of activities that have not been approved. A provider of educational activities may apply to the Board for pre-approval of an activity. The provider shall be responsible for compliance with the standards for approval of the activity, verification of participation, and for the provision of the necessary verification of attendance forms to all participants. This verification of attendance form shall include: The participant's name, the presenter's name and credentials, the presentation topic, the program sponsor or agency, the location of the presentation, the dates of presentation, and the total number of clock hours attended.

(d) **Exceptions to the requirements.** Exceptions to the pre-approval requirement may be granted at the discretion of the Board for programs presented by recognized sponsors whose programs have been pre-approved by the Board. The university academic semester hour is equivalent to fifteen (15) clock hours, and shall be verified by the presentation of an official academic transcript showing course or audit credits. The licensee is ultimately responsible for providing all information necessary for the Board to make a final determination concerning the acceptability of any requested continuing education hours.

(e) **Fee for approval.** Providers of continuing education programs may be charged a fee for approval of their program. This fee shall be set by the Board.

(f) **Kinds of educational activities for which credit may be received.** Continuing education hours may be earned through formal organized learning experiences, scientific publications, attendance at regularly scheduled meetings of international, national, regional, or state professional associations, or through presentations to appropriate groups not related to the speech-language pathologist's or audiologist's regular employment.

(g) **Hours allowed.** Continuing education activities, whether received or presented by the speech-language pathologist or audiologist, must be targeted toward a professional audience. In those instances when the speech-language pathologist or audiologist is teaching in programs such as institutes, seminars, workshops, and conferences which have been granted approval by the Board, three (3) clock hours will be given for each one (1) hour that is taught, provided that such teaching is not part of the speech-language pathologists or audiologists regular employment. Publication in a professionally-related format approved by the Board shall be equal to up to twenty (20) clock hours. Completion of select job-required activities such as CPR training, etc. can be counted once in the two-year period for a maximum of 20% of the total required hours. Other activities may be credited as authorized and disseminated separately by the Board.

(h) **Petition for extension.** A speech-language pathologist or audiologist who fails to comply with the required twenty (20) hours of continuing education in the two year continuing education period ending December 31 may, by submitting an individual review fee of fifty (\$50.00), petition the Board for an extension of continuing education year to March 31 of the following year. The petition for extension shall be filed prior to the expiration of the continuing education period.

(i) **Petition for hardship relief.** A speech-language pathologist or audiologist may petition the Board for partial or complete relief of the continuing education requirements upon the showing of incapacitation or serious illness of licensee or licensee's immediate family member, or licensee's absence from the United States for a period of at least eighteen (18) months during the continuing education period. The petition for hardship relief should be filed prior to the expiration of the continuing education period, and will be accepted no later than February 1st of the year following the audit period.

(j) **(j) Audits of continuing education.** The Board will conduct bi-annual audits of licensee compliance with continuing education requirements.

1. A minimum of 3% of licensees will be audited.
2. Those audited will be required to submit a listing of all continuing education activities completed within the audited period, including the title of the activity, the course description, the number of contact hours and a contact for verification of participation.

3. 3. Licensees will maintain all original documentation of attendance, course agendas and/or other supporting documentation. The Board may request copies of such documentation as is necessary to determine if an activity will be accepted for continuing education credit. The Board will destroy all such copies following the audit.
4. 4. If the results of the audit show that a licensee has not completed the required number of continuing education hours, the following schedule will be applied:
 - (A) By February 1st, the licensee should provide evidence of additional continuing education activities sufficient to meet the requirement, or
 - (B) By April 1st, the licensee shall have completed additional continuing education activities sufficient to meet the requirements and pay a penalty fee equal to half of the licensure renewal fee. This fee is separate from any fees for late license renewal which may apply.
 - (C) Such additional activities may not be counted toward future continuing education requirements.
 - (D) If a licensee has not completed the required number of continuing education activities by April 15th, the Board will submit the name of the licensee to the Attorney General's office and pursue action to suspend or revoke the license.

SUBCHAPTER 5. LICENSURE OF CLINICAL EXPERIENCE INTERNS

Section

- 690:10-5-1. License to practice as a clinical experience intern
- 690:10-5-2. Academic and clinical practicum requirements
- 690:10-5-3. Prohibition of private practice by interns
- 690:10-5-4. Application form
- 690:10-5-5. Authorization period and extensions for interns
- 690:10-5-6. Requirements for supervision of interns
- 690:10-5-7. Notification of Board decision
- 690:10-5-8. Direct on-site supervision required

690:10-5-1. License to practice as a clinical experience intern

Persons in the process of fulfilling the supervised clinical experience required by paragraph 4 of Subsection A of Section 1605 of the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1605, as amended, for licensure as a speech-language pathologist and/or audiologist must practice as a clinical experience intern under the supervision of a licensed speech-language pathologist or audiologist under the conditions of these rules. Once the clinical experience year is complete, the applicant will apply for full licensure and pay the required fees.

690:10-5-2. Academic and clinical practicum requirements

The applicant must have completed the academic and clinical practicum requirements for licensure as set forth in the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1605, as amended.

690:10-5-3. Prohibition of private practice by clinical experience interns

The applicant is considered to be requesting entrance into practice as a licensed speech-language

pathologist and/or audiologist. The applicant, if authorized to practice under supervision, is not authorized to represent himself as a speech-language pathologist or audiologist who may practice without supervision. Preparation or distribution of announcements of practice, independent telephone listings, or other such notices shall be in violation of the authorization to practice as an intern under supervision and will result in automatic revocation of authorization to practice as a clinical experience intern.

690:10-5-4. Application form for clinical experience interns

Application for authorization to practice as a clinical experience intern under supervision shall be made in the same manner and on the same forms that are used to apply for licensure as a speech-language pathologist and/or audiologist. A notarized Letter of Agreement form shall be provided with each application. The Letter of Agreement must be signed by both the applicant and the proposed supervisor, and must be submitted with the application. Said notarized Letter of Agreement shall explicitly indicate that the supervisor agrees to supervise the clinical experience intern's practice of speech-language pathology or audiology and that the supervisor accepts complete and full responsibility for the clinical experience intern's activities and services.

690:10-5-5. Authorization period and extensions for clinical experience interns

Authorization for practice as a clinical experience intern under this Subchapter shall be for a period of one (1) calendar year from the date of approval by the Board of the application for practice under supervision. A full one (1) year extension of this authorization shall be considered only on written request of the clinical experience intern and such request must be received prior to the end of the one (1) year period of previous authorization. Failure to apply for extension shall result in an automatic revocation of authorization to practice. Such revocation shall not jeopardize later application for authorization. If, during the completion of the clinical experience year, it is necessary for a change of supervisors to occur, it is the responsibility of the applicant to notify the Board of the change and to submit revised paperwork.

690:10-5-6. Requirements for supervision of clinical experience interns

(a) Supervisor to be eligible for licensure as a speech-language pathologist and/or audiologist. Authorization to practice as a clinical experience intern shall be granted to applicants who otherwise qualify only if the supervisor of that practice is a speech-language pathologist or audiologist eligible for licensure in the area(s) in which the applicant seeks authorization to practice.

(b) Maximum of two persons to be supervised. Each supervising speech-language pathologist or audiologist will be expected to accept no more than two persons, as clinical experience interns or assistants, under this Chapter. Each supervisor holding licenses in both speech-language pathology and audiology is restricted to no more than two persons to supervise, in the aggregate.

690:10-5-7. Notification of Board decision

The applicant and supervisor shall be notified by mail of the decision of the Board with respect to an application filed under this Subchapter. Any Board decision concerning a clinical experience intern shall also be communicated by mail to the individual and his supervisor.

690:10-5-8. Direct on-site supervision required

The applicant must practice in a setting which permits direct, on-site supervision by the supervising speech-language pathologist or audiologist. The supervising speech-language pathologist and audiologist must engage in no fewer than thirty-six (36) supervisory activities during the clinical experience. This supervision must include at least eighteen (18) on-site observations of direct client contact at the clinical experience intern's work site (one (1) hour equals one (1) on-site observation; a maximum of six (6) on-site observations may be

accrued in one (1) day.) “On-site” is defined as physical presence at the clinical experience intern’s work site. At least six (6) observations must be accrued during each third of the clinical experience. These on-site observations must be of the clinical experience intern providing screening, evaluation assessment, habilitation, and rehabilitation. In addition, the supervision must include at least eighteen (18) other monitoring activities. At least six (6) other monitoring activities must be completed during each of the three segments of the clinical experience. These other monitoring activities may be executed by correspondence, review of video tapes and/or audio tapes, evaluation of written reports, phone conferences and/or other telepractice activities with the clinical experience intern, and evaluations by professional colleagues.

SUBCHAPTER 7. AUTHORIZATION OF ASSISTANTS

Section

- 690:10-7-1. Authorization to practice as an assistant
- 690:10-7-2. Titles to be used by assistants
- 690:10-7-3. Direct on-site supervision required
- 690:10-7-4. Violation of authorization to assist
- 690:10-7-5. Application for authorization to assist
- 690:10-7-6. Period of authorization to assist and extension
- 690:10-7-7. Requirements for supervision of assistants
- 690:10-7-8. Disqualification of Board members

690:10-7-1. Authorization to practice as an assistant

Any person not eligible for license as an independent practitioner or not eligible for authorization to practice as an intern under supervision under Subsection A or B of Section 1605 of the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1605, as amended, who assists in the practice of speech-language pathology and audiology while in the employ of and under the direct full time supervision of a licensed independent practitioner must receive authorization from the Board as a speech-language pathology or audiology assistant. Before granting such authorization, the Board will consider the academic training and clinical experience of the applicant, the specific duties and responsibilities he is assigned, the amount and nature of the supervision that is available to him, and the number of such other persons assigned to the proposed supervisor. Authorization to practice as a speech-language pathology or audiology assistant may be granted under the provisions of Sections 690:10-7-1 through 690:10-7-8 of these rules. Nothing in this section shall be construed to prevent an independent practitioner from employing any individual in non-clinical capacities.

690:10-7-2. Titles to be used by assistants

The speech-language pathology or audiology assistant may not use any title included in paragraphs 5 or 9 of Section 1603 of the Speech-Language Pathology and Audiology Licensing Act, 59 O.S. 1603, as amended. He may use only the titles "Speech-Language Pathology Assistant", "Audiology Assistant" or "Speech-Language Pathology and Audiology Assistant", depending upon the area(s) in which he is authorized to assist.

690:10-7-3. Direct on-site supervision required

The assistant must practice in a geographic setting which permits direct, on-site supervision. The assistant shall practice only at those times when the supervisor is available for on-site supervision, instruction, and assistance.

690:10-7-4. Violation of authorization to assist

The assistant is not authorized to represent himself as an independent practitioner of speech-language pathology or audiology. Preparation or distribution of announcements of practice, independent telephone listings, or other such notices shall be in violation of the authorization to assist and will lead to automatic revocation of such authorization.

690:10-7-5. Application for authorization to assist

Application for authorization to assist shall be made by submitting to the Board the Application To Assist as available from the Board and signed by both the applicant and proposed supervisor. Said notarized statement shall explicitly indicate that the supervisor agrees to supervise the assistant's practice and that the supervisor accepts full and complete responsibility for that practice.

690:10-7-6. Period of authorization to assist and extension

Authorization as a speech-language pathology or audiology assistant shall be for a period of one (1) calendar year from the date of the Board's authorization. One (1) year extensions of this authorization shall be considered only on written request of the assistant's supervisor and such request must be received prior to the end of the one (1) year period of previous authorization. Failure to apply for extension shall result in automatic revocation of authorization to assist. Such revocation shall not jeopardize later application for authorization to assist.

690:10-7-7. Requirements for supervision of assistants

Authorization as a speech-language pathology or audiology assistant shall be granted to applicants who otherwise qualify only if the supervisor is a licensed independent practitioner. Each such supervisor shall accept no more than two assistants under this rule. Each independent practitioner licensed in both speech-language pathology and audiology is likewise restricted to two assistants in aggregate. Further, the total number of assistants and interns (licensed under Subchapter 3 of these rules) supervised by a single supervisor shall not exceed two (2).

690:10-7-8. Disqualification of Board members

A Board member shall absent himself from evaluating and voting on authorization of assistants to serve in his private practice.

**SUBCHAPTER 9.
FEES**

Section

- 690:10-9-1. License application fee
- 690:10-9-2. License renewal fee
- 690:10-9-3. Examination fee
- 690:10-9-4. Certification fee
- 690:10-9-5. Lost or damaged certificate fee
- 690:10-9-6. Annual fee for uncompleted application
- 690:10-9-7. Inactive status fee

690:10-9-1. [EMERGENCY 1998] License application fee

The license application fee for speech-language pathologists, clinical experience interns, and assistants, shall be seventy-five dollars (\$75.00) and shall be submitted with the application for licensure.

690:10-9-2. License renewal fee

690:10-9-2. License renewal fee

The license renewal fee shall be seventy-five (\$75.00) each calendar year to renew licenses in either or both areas of specialization. Said renewal fee is due on December thirty-first of each year. Failure on the part of any licensed person to pay the renewal fee before the first day of January does not deprive him of the right to renew his license, but the fee paid for renewal postmarked or delivered after December 31st shall be increased by 50% for each month or fraction thereof that the payment is delayed, up to a maximum of three times the renewal fee (\$225.00). Failure to pay the renewal fee by January 1st, however, shall render his license invalid until renewed. Renewal of an invalid license within the first year will result in an automatic audit of that licensee's continuing education activities for the preceding continuing education two-year reporting period. Failure to renew a license within the twelve month period following expiration, without otherwise placing the license(s) in question on inactive status (see **690:10-9-6**), will render the license permanently invalid, requiring reapplication for licensure based on meeting all current requirements for licensure in the applicant's area of specialization.

690:10-9-3. [EMERGENCY 1998] Examination fee

The fee for examination or re-examination by NTE shall be borne by the applicant and is separate from the license application fee.

690:10-9-4. Certification fee

A fee of five dollars (\$5.00) shall be charged the speech-language pathologist or audiologist who requests the Board to certify his licensure to another organization or persons.

690:10-9-5. Lost or damaged certificate fee

A fee of twenty dollars (\$20.00) shall be charged to replace a license certificate that is lost, mutilated, or revoked. This fee shall accompany the application for a replacement license certificate.

690:10-9-6. Annual fee for uncompleted application

A fee of fifteen dollars (\$15.00) shall be charged each calendar year to maintain an active file for applicants who have not fully met the requirements for licensure and who will not engage in the practice of speech-language pathology or audiology in the State of Oklahoma except as permitted in the Speech-Language Pathology and Audiology Licensing Act, 59 O.S., Section 1616, as amended. Failure to pay this fee shall result in a deactivation of the file and in payment, upon reapplication, of the full license application fee.

690:10-9-7. Inactive status fee

A one-time fee of twenty five dollars (\$25.00) shall be charged a licensed speech-language pathologist or audiologist to place his license on inactive status, provided that, prior to expiration of his license, he makes written application to the Board for such status. Thereafter, he may reactivate his license upon payment of a reactivation fee equal to one and one-half (1 1/2) times the then current license renewal fee. A licensee must be in compliance with continuing education requirements in order to be placed on inactive status. During the period of time his license is on inactive status, he shall not engage in the practice of speech-language pathology or audiology in the State of Oklahoma except as permitted in the Speech-Language Pathology and Audiology

Licensing Act, 59 O.S., Section 1616, as amended.

690:10-9-8. Insufficient funds processing fee

A fee of twenty five (\$25.00) shall be charged an applicant for licensure as a speech-language pathologist, audiologist, or assistant and a licensee who submits a check that is returned due to insufficient funds.

[Authority: 59 O.S., Section 1611, as amended]

[Source: Codified 12-31-91]

**TITLE 690 - RULES OF THE BOARD OF EXAMINERS
FOR SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY**

CHAPTER 15. PROFESSIONAL CODE OF ETHICS

Section

- 690:15-1-1. Purpose and interpretation
- 690:15-1-2. Fundamental rules of ethical conduct
- 690:15-1-3. Principles of ethics
- 690:15-1-4. Ethical proscriptions
- 690:15-1-5. Matters of professional propriety

690:15-1-1. Purpose and interpretation

The preservation of the highest standards of integrity and ethical principles is vital to all speech-language pathologists and audiologists. This Code of Ethics is promulgated in an effort to stress the fundamental rules considered essential to this basic purpose. Any action that is in violation of the spirit and purpose of this code shall be considered unethical. Failure to specify any particular responsibility or practice in this Code of Ethics should not be construed as denial of the existence of other responsibilities or practices.

690:15-1-2. Fundamental rules

The fundamental rules of ethical conduct are described in this Chapter in three categories:

- (1) Principles of Ethics,
- (2) Ethical Proscriptions, and
- (3) Matters of Professional Propriety.

690:15-1-3. Principles of ethics

Six Principles serve as a basis for the ethical evaluation of professional conduct and form the underlying moral basis for the Code of Ethics. Individuals subscribing to this Code shall observe these principles as affirmative obligations under all conditions of professional activity.

- (1) Licensees shall hold paramount the welfare of persons served professionally.
 - (A) Licensees shall use every resource available, including referral to other specialist as needed, to provide the best service possible.
 - (B) Licensees shall fully inform persons served of the nature and possible effects of the services.
 - (C) Licensees' fees shall be commensurate with services rendered.
 - (D) Licensees shall provide appropriate access to records of persons served professionally.
 - (E) Licensees shall take all reasonable precautions to avoid injuring persons in the delivery of professional services.
 - (F) Licensees shall evaluate services rendered to determine effectiveness.
- (2) Licensees shall maintain high standards of professional competence.
 - (A) Licensees engaging in clinical practice shall possess appropriate qualifications as defined in the Speech-Language Pathology and Audiology Licensing Act. 59 O.S. 1601, et. seq., as amended, and this Title.
 - (B) Licensees shall continue their professional development throughout their careers.

- (C) Licensees shall identify competent, dependable referral sources for persons served professionally.
- (D) Licensees shall maintain adequate records of professional services rendered.
- (3) Licensees' statements to persons served professionally and to the public shall provide accurate information about the nature and management of communicative disorders and about the profession and services rendered by its practitioners.
- (4) Licensees shall maintain objectivity in all matters concerning the welfare of persons served professionally. Licensees shall observe the following standards:
 - (A) Products associated with professional practice must be dispensed to the person served as a part of a program of comprehensive habilitative care.
 - (B) Fees established for professional services must be independent of whether a product is dispensed.
 - (C) Persons served must be provided freedom of choice for the source of services and products.
 - (D) Price information about professional services rendered and products dispensed must be made available to the person served upon request and must include a complete schedule of fees and charges which schedule differentiates between fees for professional services and charges for products.
 - (E) Products dispensed to the person served must be evaluated to determine effectiveness.
- (5) Licensees shall honor their responsibilities to the public, their profession, and their relationships with colleagues and members of allied professions.
- (6) Licensees shall uphold the dignity of the profession and its standards.
 - (A) Licensees shall inform the Board of violations of this Code of Ethics.
 - (B) Licensees shall cooperate fully with Board inquiries into matters of professional conduct related to this Code of Ethics.

690:15-1-4. Ethical proscriptions

Ethical Proscriptions are formal statements of prohibitions that are derived from the Principles of Ethics.

- (1) The following proscriptions are derived from 690:15-1-3(1):
 - (A) Licensees must not exploit persons in the delivery of professional services, including accepting persons for treatment when benefit cannot reasonably be expected or continuing treatment unnecessarily.
 - (B) Licensees must not guarantee the results of any therapeutic procedures, directly or by implication. A reasonable statement of prognosis may be made, but caution must be exercised not to mislead persons served professionally to expect results that cannot be predicted from sound evidence.
 - (C) Licensees must not use persons for teaching or research in a manner that constitutes invasion of privacy or fails to afford informed free choice to participate.
 - (D) Licensees must not provide clinical services except in a professional relationship. They must not evaluate or treat solely by correspondence or telepractice. This does not preclude follow-up correspondence with persons previously seen, or providing them with general information of an educational nature.
 - (E) Licensees must not reveal to unauthorized persons any professional or personal information obtained from the person served professionally, unless required by law or unless necessary to protect the welfare of the person or the community.
 - (F) Licensees must not discriminate in the delivery of professional services on any basis that

is unjustifiable or irrelevant to the need for and potential benefit from such services, such as race, sex, religion or condition.

(G) (G) Licensees must not charge for services not rendered.

(H) (H) Licensees shall not violate any provisions of the Speech-Language Pathology and Audiology Licensing Act or Rules.

(2) The following proscriptions are derived from 690:15-1-3(2):

(A) Licensees must neither provide services nor supervision of services for which they have not been properly prepared, nor permit services to be provided by any of their staff who are not properly prepared.

(B) Licensees must not provide clinical services by prescription of anyone who does not hold a license or its equivalent in the appropriate area.

(C) Licensees must not offer clinical services by supportive personnel for whom they do not provide appropriate supervision and assume full responsibility.

(D) Licensees must not require anyone under their supervision to engage in any practice that is a violation of the Code of Ethics.

(3) The following proscriptions are derived from 690:15-1-3(3):

(A) Licensees must not misrepresent their training or competence. Academic degrees, if listed, must be those awarded by a college or university listed in the Education Directory: Higher Education (published by the United States Department of Education).

(B) Licensees' public statements providing information about professional services and products must not contain representations or claims that are false, deceptive or misleading.

(C) Licensees must not use professional or commercial affiliations in any way that would mislead or limit services to persons served professionally.

690:15-1-5. Matters of professional propriety

Matters of Professional Propriety represent guidelines of conduct designed to promote the public interest and thereby better inform the public and particularly persons in need of speech-language pathology and audiology services as to the availability and the rules regarding the delivery of those services.

(1) Licensees should announce services in a manner consonant with highest professional standards in the community.

(2) Licensees should not accept compensation for supervision or sponsorship from persons being supervised or sponsored.

(3) Licensees should present products they have developed to their colleagues in a manner consonant with highest professional standards.

(4) Licensees should seek to provide and expand services to persons with speech, language, and hearing handicaps as well as to assist in establishing high professional standards for such programs.

(5) Licensees should educate the public about speech, language, and hearing processes, speech, language, and hearing problems, and matters related to professional competence.

(6) Licensees should strive to increase knowledge within the profession and share research with colleagues.

(7) Licensees should establish harmonious relations with colleagues and members of other professions, and endeavor to inform members of related professions of services provided by speech-language pathologists and audiologists, as well as seek information from them.

(8) Licensees should assign credit to those who have contributed to a publication in proportion to their contribution.