



Fall eNewsletter

Ohio Speech and Hearing Professionals Board

Board Members:

Board President:

Tammy H. Brown, M.A., CCC-A, FAAA,
Board Certified in Audiology

Board Secretary:

Carrie L. Spangler, Au.D., CCC-A

Lisa Dodge Burton, Public Member

Timothy A. Cross, H.A.S.

Steven M. Griffin, M.A., CCC-SLP

Carol Hofbauer, M.S., CCC-SLP

Nancy L. Mills, Au.D.

Michael R. Pratt, H.A.S.

Stephen M. White, Esq., Public Member

Message from the Board President

I would like to welcome everyone to this edition of the licensure board's eNewsletter. Inside this edition, you will find many important updates.

These updates include board rules that will take effect on January 1, 2024, the Audiology and Speech-Language Pathology Interstate Compact, results from our professional issues survey, to name just a few.

season.

Sincerely yours,

Tammy H. Brown, M.A., CCC-A, FAAA,
Board Certified in Audiology
Board President

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The Board is looking forward to another productive year in 2024. I would like to thank all of our licensees for your continued professionalism with the services you provide to your patients, clients, and students.

I wish everyone a joyous holiday

Message from the Executive Director

I would like to welcome everyone to this edition of the Ohio Speech and Hearing Professional Board's eNewsletter. We have important updates and information inside this edition about rule changes, the Audiology and Speech-Language Pathology Interstate Compact,

professional issues survey, enhancements to eLicense, continuing education (CE) requirements and CE audits, business filing statements, to highlight just a few important topics. Also, licenses will not expire until December 31, 2024.

(Continued on next page)

Message from the Executive Director

(continued from page 1)

If you have a question, issue, or concern, please do not hesitate to contact us by completing the “Contact Us” form on our website at:
<https://shp.ohio.gov/about/contact-us>

If you recently contacted the Board for services or information, please take a moment to complete our customer service [survey](#) and let us know your opinion about that experience.

Warmest Regards,
Gregg B. Thornton, Esq.
Executive Director

Important Information

Has your contact information changed?

Updating your contact information is now a self service process in the new eLicense Ohio system. See the update inside this edition for details on how to register and access your license through your new eLicense Ohio dashboard.

All licensees are required to update any change of name, place of business, or mailing address within thirty days of said change.

SPECIAL POINTS OF INTEREST:

- Reminder: Board and Committee meetings are open to the public.
- Public comment is welcome at all Board meetings.
- Please visit our website at [www.shp.ohio.gov](https://shp.ohio.gov) for the latest updates and information.

Phone: 614-466-3145
E-mail: Visit our website at
<https://shp.ohio.gov/about/contact-us>

Office Hours:
8:00 a.m. to 4:30 p.m.
Monday through Friday

Board office is closed during observance of state holidays

Board's Contact Information

**Vern Riffe Center for
Government & the Arts
77 South High Street, Suite 1659
Columbus, Ohio 43215-6108**

Ohio Speech and Hearing Professionals Board



ASLP-IC - Updates

On July 1, 2021, Ohio became the fourteenth state to join the Audiology and Speech-Language Pathology Interstate Compact (ASLP-IC). The ASLP-IC is an occupational licensure compact which allows audiologists and speech-language pathologists to practice in multiple states without having to obtain additional state licenses. The provisions and requirements for Ohio's ASLP-IC are specified under Ohio Revised Code section 4753.17.

As of this edition, there are now 29 states that have joined the compact, with an additional 12 states that have legislation pending. For practitioners who work in Ohio and also across state lines in neighboring states such as Indiana, Kentucky or West Virginia, the ASLP-IC will address the increased demand to provide/receive audiology and speech-language pathology services and authorizes in-person and telepractice service delivery to patients/clients.

The ASLP-IC is not yet fully operational to receive and process applications. Practitioners should be able to apply by the end of 2024. The ASLP-IC Commission continues to meet regularly. A search is well under way to hire an Executive Director who will manage the day-to-day operations. The Commission is also in the process of accepting bids from vendors for the design of the database that member states will use to upload licensure data in order to process applications, verify eligibility, and report any disciplinary actions taken against licensees. Each state licensure board that is part of the compact appointed one audiologist and one speech-language pathologist to serve on the commission. The Ohio licensure board selected Tammy Brown as the audiology delegate and Steven Griffin as the speech-language pathology delegate. Gregg Thornton was also appointed by the Commission's Executive Committee to serve as one of the five at-large delegates, in his role as a licensure board administrator. Ms. Brown serves on the Executive Committee and Mr. Thornton is the Chair of the Rules Committee.

If you are interested in learning more about the ASLP-IC, please use the following link: <https://aslpcompact.com/>. Click here for information regarding ASLP-IC meetings, proposed rules, and comment submission: <https://aslpcompact.com/commission/>.

There is also a map showing the list of member states at: <https://aslpcompact.com/compact-map/>

We will continue to share information about the ASLP-IC's progress.

Licensure Statistics

As of December 8, 2023

Audiologists:	1165
Audiology Aides:	85
Conditional SLPs:	372
Dual-Aud. & SLP	24
Hearing Aid Dealers:	199
Hearing Aid Satellites:	401
Hearing Aid Fitters:	402
Inactive Audiology:	34
Inactive Speech-Language Path.: 242	
Speech-Language Pathologists:	8506
SLP Aides:	5
Trainee Permit Holders	50
Total Licenses:	11,485

OSHPB Staff:

Executive Director:

Gregg B. Thornton, Esq.
gregg.thornton@shp.ohio.gov

Investigator:

Connie J. Allen

Licensing Administrator:

Brandy R. Thomas

Administrative Professional:

Amanda Townsend

Principal Assistant Attorney General:

Crystal R. Richie, Esq.

Ohio Speech and Hearing Professionals Board

Connie's Corner

Connie J. Allen, Board Investigator



Preparing for the Next Continuing Education Audit

The next continuing education (CE) audit is just around the corner. Now is a good time to start preparing and ensure your professional development is on track. The following are tips I'm sharing with you, hopefully to make things go smoothly in the event you are selected for a CE audit for the 2021-2022 practice biennium.



1. **ETHICS** and Review the Board's CE Rules at the end of this article.

- During my review of past audited CE practitioners, I found that some complete their twenty hours; however, they forget that at least 2 hours must be related to ethics. Completing the two hours related to ethics is required for each practice biennium. It's not a "one and done" requirement by the Board. Additionally, if the word **Ethics** is **not in the title** of the course, practitioners must also provide a course description along with their Certificate of Completion, or CE Transcript, in the event they are audited.



2. **SPAM** Discipline and Respond to the Board's audit notification



- If you are randomly selected for a CE audit, the Board will notify you **via e-mail**. You will only receive a letter via U.S. mail if no response is received to the audit email. It is very important to respond to the audit notification. To assure the email notification arrives to your inbox, add the following email addresses to your email contacts: board@shp.ohio.gov, connie.allen@shp.ohio.gov, notifications@cebroke.com. If you do not add the email addresses, it is your responsibility to periodically check your spam/junk folder for emails from the Board (or from Ce Broker on behalf of the Board) to assure you meet Board deadlines.
 - Licensees who fail to respond to their audit notification may be subject to disciplinary action by the Board, including revocation of their license.
- ### 3. **CE BROKER** – Sign-up for a free basic account with CE Broker.
- CE Broker has been the Board's official CE tracking system since 2012. This is not the same as ASHA's tracking system. Well over half of our licensees are using CE Broker to keep track of their "licensure board" CE hours. Sign-up for free at: <https://cebroke.com/oh/account/basic/>. For information about their paid plans visit <https://cebroke.com/oh/plans>.
 - Click this [Self-reporting hyperlink for instructions](#). **BEFORE** self-reporting, view the hours reported to your 2021-2022 cycle. Look for the following:

At least 10 hours specific in the Clinical Subject Area (for SLPs and AUDs)

At least 10 hours specific to the measurement and testing of human hearing, the making of impressions for earmolds, or selecting and adapting of hearing aids (for HASSs)

At least 2 hours in the Ethics Subject Area

Remaining hours of the required 20 may be in the Related Subject Area

Ohio Speech and Hearing Professionals Board

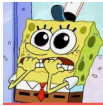
Connie's Corner

Connie J. Allen, Board Investigator

Preparing for the Next Continuing Education Audit (continued)

- Look for duplicate courses. Reporting courses twice may appear like fraud and may result in a failed audit and/or disciplinary action.

If you see duplicates, delete YOUR entry leaving the CE Providers entry. For assistance with deleting or editing an entry, contact **CE Broker Support**, not the Board office, (877) 434-6323, Live Chat www.cebroke.com, Email support@cebroke.com.



4. Did you Receive My Hours?

Why Is It Taking So Long?



Please be patient. *I am only a one-man band for hundreds of audits.*

Below is the order regarding which audits will be reviewed **1st** and obtain notification if Passed or Failed **1st**. If you do not fall within numbers **1 – 6**, your audit will be reviewed **LAST**.



VS



1.	Your CE Broker account shows: <i>At least 10 hours in the Clinical Subject Area</i> <i>At least 2 hours in the Ethics Subject Area</i> <i>At least 8 hours in the Related Subject Area</i>
2.	The CE Provider reported the course(s) on your behalf instead of you self reported, and the required information in # 5 below is provided. Or , if you self-reported, you uploaded a one-page CE Transcript to each of the 3 Subject Areas versus several certificates of completion
3.	In the <i>Clinical Subject Area</i> , it is evident from the course title(s) that they are in fact "Clinical" and not ethics, not related. <u>If it's not evident</u> , you and/or the CE Provider must also upload the course description
4.	In the <i>Ethics Subject Area</i> , the course(s) TITLE(s) list the word ethics. <u>If not</u> , you and/or the CE Provider must also upload the course(s) description proving the course(s) covered 2 full clock hours of ethical content

Ohio Speech and Hearing Professionals Board

Connie's Corner

Connie J. Allen, Board Investigator

Preparing for the Next Continuing Education Audit (continued)

5.	The CE Transcript and/or the Certificates of Completion lists <i>the following info</i>: <i>Your name</i> <i>Your license number</i> <i>Course Title</i> <i>Hours completed</i> <i>Date completed</i> <i>CE Provider Name (sometimes the CE Sponsor too)</i> <i>CE Presenter Name</i> <i>A brief course description if it is not evident from the course "Title"</i> NOTE: The <i>italicized</i> info above is a Board CE Rule Requirement. Look at each of the courses reported to your CE Broker account. If it does not list the italicized info, delete the entry and upload the corrected version. Until you do this, your audit will NOT be reviewed.
6.	Your "Cell Phone" screen shot of your CE Transcript and/or the Certificates of Completion lists the bulleted information in # 5 above. NOTE: If your screen shot cut off any of the italicized info, your audit will not be reviewed until you delete the entry and upload a correct version.

If you do not fall with in numbers 1 -6 above, do not call the Board office to inform me of this. Instead, you must correct/fix the issue. If this requires you or the CE Provider to delete entries and re-upload correct entries and if you need assistance, contact CE Broker Support. The Board office cannot help you with CE Broker's system regarding uploading, reporting, deletion, corrections, etc.

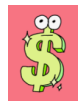
5. FAIL Audit



vs PASSED Audit



and the Consequences



- If you renewed your license timely, by the December 31, 2022 renewal deadline, and attested on your renewal application that you completed all required CE hours by the deadline; however, upon reviewing your CE Broker account it appears you did not complete the required hours, be mindful that you will be assessed a late fee of \$120 for:
 - 1) answering that you completed the hours when in fact did not
 - 2) completing any missing CE hours after the 12/31/2022 renewal deadline
- If you believe you completed the required hours but cannot find proof, e.g., certificate of completion or employer professional development log, this still results in a FAILED Audit. It is the licensee's responsibility, not their employer and not a professional association, to maintain proof of their CE for up to FOUR YEARS after completion.

Ohio Speech and Hearing Professionals Board

Connie's Corner

Connie J. Allen, Board Investigator

Preparing for the Next Continuing Education Audit (continued)



Email proof of completed CE to yourself.

Save the email on your computer and keep an electronic copy on a USB thumb drive as a backup for FOUR years after the date of renewal in the event you are audited. We sometimes hear practitioners say that they do not have proof of their continuing education hours and their employer cannot provide a copy.

Do not rely on your employer or professional association to provide proof of your continuing education hours. It is your responsibility to retain documentation of your continuing education hours for inspection by the Board if you are audited. For hearing aid fitters, see rule 4747-1-11(F)(1); for audiologists and speech-language pathologists, see rule 4753-4-01(C)(5).

- If you did not complete the twenty hours within the 2021-22 practice biennium, **do not call the Board.** Instead do the following:

Make-up the missing hours asap.

Report the make-up hours to the 2023-24 cycle. If your Ethics course does not say Ethics in the title, upload a course description along with proof of CE. If your "Clinical" course(s) title does not indicate clinical type words in the title, also upload a course description. Your make-up hours will not be reviewed until you have provided the required documentation.

Email me at Connie.Allen@shp.ohio.gov to inform me that you reported your missing make-up hours. Wait for my response with instructions regarding paying the \$120 failed audit fee which will be pending in your eLicense Ohio portal account cart.  Once payment is made, wait for a follow-up e-mail from me.

I hope this information is helpful and informative to ensure a smooth CE audit if you are randomly selected for the next audit. The CE audit will begin in early 2024. The Board is required to randomly audit up to ten percent of licensees' CE. You may also be interested in knowing that the CE hours for our professional board members are automatically audited each practice biennium. I look forward to working with each of you during the next CE audit.

CE Rules

Audiologists and Speech-Language Pathologists <https://codes.ohio.gov/ohio-administrative-code/rule-4753-4-01>

Hearing Aid Specialists/Fitters <https://codes.ohio.gov/ohio-administrative-code/rule-4747-1-11>

Special Note from the Executive Director: Connie J. Allen has been the Board's Investigator since 2006 and has managed the CE audits during her entire tenure with the Board. She brings a wealth of knowledge and experience. If you have any questions about the Board's CE audit, please review the information above before contacting Connie.

Ohio Speech and Hearing Professionals Board

Continuing Education and Ethics Requirement Reminder for the 2023-2024 Practice Biennium



Continuing Education & Ethics Resources Available at: <http://shp.ohio.gov/ce-ethics>

The Board would like to remind all licensees about their respective continuing education requirements for the 2023-2024 practice period. The continuing education requirements must be completed in order to renew licenses for the 2025-2026 practice biennium. Licenses do not expire until December 31, 2024. License renewal notifications will be sent to licensees via e-mail beginning October 2, 2024.

Requirements for Audiologists and Speech-Language Pathologists

Audiologists and speech-language pathologists are required to complete twenty hours of continuing education, including two hours related to ethics pursuant to Ohio Administrative Code section 4753-4-01. At least ten hours of continuing education must be specific to the clinical practice in the area the person is licensed. A licensee is not required to obtain continuing education for the first renewal. Licensed audiologists and speech-language pathologists required to complete continuing education must complete their hours between January 1, 2023 through December 31, 2024.

Requirements for Hearing Aid Fitters

Hearing aid fitters are required to complete twenty hours of continuing education, including two hours related to ethics pursuant to Ohio Administrative Code section 4747-1-11. For a hearing aid fitter license, at least ten hours shall be specific to the measurement and testing of human hearing, the making of impressions for earmolds, or selecting and adapting of hearing aids. Continuing education clock hours must be acquired in subjects related to hearing aid fitting or audiology. A licensee is not required to obtain continuing education for the first renewal. Licensed hearing aid fitters required to complete continuing education must complete their hours between January 1, 2023 through December 31, 2024.

eLicense Service Requests

Did you know that you can check eLicense for the status of an application or board office review of documentation you submitted with your service request? The Board utilizes the State of Ohio's license management system, called eLicense Ohio. This licensing system streamlines that application process and allows applicants the check the status of their application without having to contact the licensure board. And the system is accessible 24/7.

Want to know when your Service Requests have been processed? Go to your [eLicense dashboard](#). Click the "My History" button. Choose "Service Requests" from the 'History Type' drop down and view the status column results.

During busy application periods, such as spring and summer graduations and licensure renewal, the Board highly recommends that applicants and licensees login to eLicense to check the status of an application or a service request. Please allow up to four weeks to process licensure applications.

Ohio Speech and Hearing Professionals Board

Professional Issues Survey

The Board would like to thank licensees who completed the professional issues survey earlier this year. Your input helps guide the Board with addressing issues that impact your license and ability to serve consumers. The Board will be working in 2024 to address issues within its jurisdiction. For issues the Board does not have jurisdiction to address, such as reimbursement rates, we will be developing an FAQ that will include resources and contact information to the entities that can offer assistance.

Professional Issues Survey Summary

1,299 licensees completed the survey, with the following breakdown by license type:

- 10.93% - audiology
- 84.06% - speech-language pathology
- 3.54% - hearing aid fitters
- 1.85% - hearing aid dealers
- .69% - audiology aides
- .31% - speech-language pathology aides
- .08% - trainee permit

The largest work settings represented were:

- Schools – 47.73% (620)
- Hospital – 14.4% (187)
- Private Practice – 10.47% (136)
- Skilled Nursing Facility – 6.70% (87)

The following professional issues were identified by each license type:

For audiologists:

- Reimbursement Issues – 55.67%
- Over-the-Counter Hearing Aids – 47.94%
- Online Hearing Aid Sales – 42.27%
- Misleading Advertisement – 36.08%
- Ethical Issues – 32.47%
- Shortage of Educational Audiologists – 24.74%
- Audiology services provided by unlicensed personnel in school setting – 16.49%
- Records retention – 7.22%

Ohio Speech and Hearing Professionals Board

Professional Issues Survey (continued)

The following professional issues were identified by each license type:

For hearing aid fitters:

- Over-the-counter hearing aids – 59.43%
- Online sales of hearing aids – 57.55%
- Misleading advertising – 50.94%
- Reimbursement issues – 39.62%
- Ethical issues – 31.13%
- Records retention – 3.77%

For speech-language pathologists:

- School caseload ratios – 63.38%
- Implementing the workload determination process – 48.38%
- Ethical issues – 34.04%
- Reimbursement issues – 29.34%
- Records retention – 14.89%
- Speech assistants – 12.54%
- Audiology services provided by unlicensed personnel in school setting – 4.03%

New IHS Practical Exam in 2024

The International Hearing Society (IHS) recently updated their national practical exam. IHS offers the national practical exam to state licensure boards to administer to candidates applying for licensure as a hearing aid fitter. The Board has been administering its own practical exam for several years. Utilizing the new and updated practical exam by IHS will align to current best practices for hearing test procedures for the purpose of dispensing and selling prescription hearing aids.

Candidates applying for their license as a hearing aid fitter in Ohio must also pass a written examination administered by IHS called the “International Licensing Examination,” or ILE. Upon passing the ILE, candidates will be required to pass the Ohio licensure board’s written laws and rules exam, followed by the new IHS practical exam, where candidates must demonstrate to an exam proctor, competency and proficiency in areas related to hearing test procedures, ear mold impressions, red flag conditions that require a medical referral, the sale of prescription hearing aids, to name just a few. The Board will also be providing study guide materials to candidates to prepare for the new practical exam.

Ohio Speech and Hearing Professionals Board

New Rules Take Effect January 1, 2024

The Board amended the following rules at their board meeting on October 26, 2023. Most of the rule changes were due to the U.S. Food and Drug Administration's new regulations for over-the-counter hearing aids and changes to their regulations for prescription hearing aids. The rules will take effect on January 1, 2024 and can be accessed from our website at: <https://shp.ohio.gov/about/laws-and-rules>.

4747-1-02: Definitions and interpretations

This rule sets forth the definitions for hearing aid dealing and fitting. The Board amended the definitions to align with the FDA's regulations for over-the-counter hearing aids and prescription hearing aids.

4747-1-19: Appropriate hearing test procedures

This rule sets forth the requirements for appropriate hearing test procedures for hearing aid fitters. The Board amended this rule to align with the FDA's regulations for over-the-counter hearing aids and prescription hearing aids.

4753-3-05: Student clinical experience

This rule specifies the requirements for individuals completing the student clinical experience requirements for speech-language pathology or audiology in a graduate level program. The Board amended this rule to no longer require a notarized signature from the university program director verifying that the student completed their student clinical experience. The Board will accept the signature on the university's letterhead.

4753-8-01: Definitions

The rule sets forth the definitions for hearing aids, dispensing hearing aids, and advertising of hearing aids for audiologists licensed under Chapter 4753. The Board amended the definitions to align with FDA's regulations for over-the-counter hearing aids and prescription hearing aids.

4753-8-03: Rules on appropriate hearing aid test procedures;

This rule sets forth the requirements for appropriate hearing test procedures for audiologists. The Board amended hearing test procedures to align with FDA's regulations for over-the-counter hearing aids and prescription hearing aids.

Ohio Speech and Hearing Professionals Board

Public Comment on Proposed Rules for 2024

The Board is accepting public comments until March 31, 2024 on the following proposed rules for 2024:

Public comments on the proposed rules may be e-mailed to the Executive Director at:

Gregg.Thornton@shp.ohio.gov

Five Year Rule Review

The following rules are scheduled for five-year review in 2024 and are being proposed to continue without any changes.

Chapter 4744 - Proposed as no-change

- [4744-1-01](#): Procedure for adoption of rules
- [4744-1-02](#): Method of determining time and place of meetings
- [4744-1-03](#): Personal Information Systems
- [4744-1-04](#): Duties of officers and staff

Chapter 4747 - Proposed as no-change

- [4747-1-22](#): Fees
- [4747-1-23](#): Code of Ethics

Chapter 4753 - Proposed as no-change

- [4753-3-12](#) - Summary suspension for human trafficking conviction

Proposed Rule Amendments

The Board is proposing to amend the following rules in 2024.

- [4747-1-02](#): Definitions and interpretations

Amend section (C) by referencing appropriate hearing test procedures under rule 4747-1-19 and to add a separate definition for hearing screening under section (D) and to clarify that a “hearing screening” does not meet the requirements of a hearing test under 4747-1-19 and cannot be used for the sale of a hearing aid.

4747-1-02

“C. The practice of dealing in or fitting of a hearing aid shall only apply to prescription hearing aids and includes a complete hearing examination performed bilaterally as defined in 4747-1-19 (a)(i). The practice of dealing in or fitting of a hearing aid does not apply to the category of hearing aids defined by the U.S. Food and Drug Administration as over-the-counter hearing aids.

“D. A hearing screening means a quick test to determine if an individual is a candidate for a hearing aid, and the results of the hearing screening, are reported to the individual, as either pass or fail.” A hearing screening and the pass/fail results of a hearing screening do not mean the practice of dealing in or fitting of prescription hearing aids as defined under section (C) of this chapter and does mean a hearing test as defined in 4747-1-19(a)(i).”

Ohio Speech and Hearing Professionals Board

Public Comment on Proposed Rules for 2024 (continued)

The Board is accepting public comments until March 31, 2024 on the following proposed rules for 2024:

Public comments on the proposed rules may be e-mailed to the Executive Director at:

Gregg.Thornton@shp.ohio.gov

Proposed Rule Amendments (continued from previous page)

The Board is proposing to amend the following rules in 2024.

Chapter 4753

- [4753-6-01](#): Screening

Amend section (A)(2)(b) by changing the reference to “Public Health Council,” which is no longer in existence under the Ohio Department of Health to the entity’s current name, “Ohio Public Health Advisory Board”

Board Meeting Dates and Board Officers for 2024

The Board will be meeting on the following dates in 2024:

January 25

March 14

May 10

August 7

October 31

December 6

The meeting dates are subject to change. Please visit the Board’s website prior to each meeting to confirm the agenda, start time, and location.

The Board also elected Tammy Brown as Board President and Carrie Spangler as Board Secretary for 2024.

Business Filing Statements Due by March 1, 2024

Business filing statements will be available to download from the Board’s website beginning February 1, 2024. Filers will be able to submit their statements electronically beginning February 1, 2024. Statements are due by March 1, 2024. Information and forms will be posted to our website on February 1, 2024: <https://shp.ohio.gov/about/business-filing-statement/business-filing-statement>

Section 4753.12 (A) of the Ohio Revised Code states:

4753.12 Lawful practice.

Nothing in this chapter shall be construed to:

(A) Prohibit a person other than an individual from engaging in the business of speech-language pathology or audiology without licensure if it employs a licensed individual in the direct practice of speech-language pathology and audiology. Such entity shall file a statement with the state speech and hearing professionals board, on a form approved by the board that it submits itself to the rules of the board and the provisions of this chapter which the board determines applicable.

Ohio Speech and Hearing Professionals Board

ODE's Workload Determination Process A Reminder About Resources for School-Based Practitioners

As the new school year approaches, the Board would like to take this opportunity to remind school-based practitioners that the Ohio Department of Education and Workforce (ODE) requires school districts to implement a workload determination process to determine the caseload for related service providers to appropriately serve students with disabilities.

The workload determination process is not optional and has been a requirement for school districts to implement since at least 2014. This school year will mark the 10th year the workload determination process has been a requirement under ODE's Operating Standards for serving students with disabilities. The Board has addressed the importance of this process since 2014 during ethics trainings provided to our school-based practitioners.

Practitioners who manage high caseloads can attest that the workload determination process is essential to setting yourself up for success throughout the school year. Implementing the process ensures that all workload components that must be completed to serve each student are factored into the calculation that will ultimately determine the practitioner's caseload size.

If your school district is not implementing a workload determination process or has informed you that the workload determination process is optional and therefore does not need to be followed, that is a serious problem. This situation can not only place the students you serve at risk of not receiving appropriate services they're legally entitled to receive under FAPE (Free Appropriate Public Education) and IDEA (Individuals with Disabilities and Education Act), but also your license with the Board at risk.

The Board would like to provide the following resources to assist:

1. Meet with your school administrators right away if you are unable to or having difficulty serving the students on your caseload. Collect and organize your data to support your workload before meeting with your supervisor. Remember, the workload determination process should be based upon appropriate services that each student has been qualified to receive.
2. Be sure to calculate the time it takes to perform assigned school duties, staff meetings, professional development, supervision, travel/transitions, screening, assessment, evaluation, progress documentation and reporting, secondary transition service planning, conference/consultation pertaining to individual students, documentation for individual students, third party billing requirements, the severity of each eligible student's needs, the level and frequency of necessary services, time needed for planning, any mandatory lunch period, any applicable statutory or contractual agreements, etc. The components are not limited to those listed above so include all components that impact your workload, and be prepared to support it with data and documentation.
3. Use a workload calculator in order to factor in your components, minutes, and any types of cases that should be weighted more heavily - refer to numbers 4 and 5 on the next page for resources and a link to download a workload calculator recommended by ODE.

(Continued on next page)

Ohio Speech and Hearing Professionals Board

ODE's Workload Determination Process A Reminder About Resources for School-Based Practitioners

(Continued from previous page)

4. Visit the Ohio Department of Education and Workforce, Office for Exceptional Children's website for tools and resources on implementing the workload determination process. These resources include a service provider ratio and workload calculator developed by Dr. Charles Carlin, University of Akron, who served as the lead researcher for Ohio's Caseload Ratio Project and Study, video series on the service provider workload rule, a clarification memo on use of the process when determining service provider workload and caseload, and many more resources.
5. You can access these resources at the following link: [Service Provider Ratio and Workload Calculation](https://education.ohio.gov/Topics/Special-Education/Service-Provider-Ratio-and-Workload-Calculation), or copy and paste the following URL address into your web browser:
<https://education.ohio.gov/Topics/Special-Education/Service-Provider-Ratio-and-Workload-Calculation>
6. If your school district is not implementing the workload determination process after you have contacted and documented communication with your immediate supervisor or the special education coordinator, you should report issues or concerns directly to the Ohio Department of Education and Workforce – Office For Exceptional Children at: OEC-ProceduralSafeguard@education.ohio.gov or contact them at: 877-644-6338. The Office for Exceptional Children is the appropriate entity that has jurisdiction to investigate allegations that school districts are not following the workload determination process, as required by ODE's rule.
7. Contact the licensure board's Executive Director, Gregg Thornton, Esq., at (614) 644-9046 or via e-mail at gregg.thornton@shp.ohio.gov if you need guidance or assistance in resolving any ethical dilemmas resulting from the workload determination process.

We wish all of our school-based practitioners a successful and productive 2023-2024 school year and appreciate all you do serving your students.

Ohio Speech and Hearing Professionals Board

Board Reminds Practitioners of Duty to Report

The Board would like to remind practitioners of their duty to report direct, first-hand knowledge, of violations under Ohio Revised and Administrative Code sections 4744, 4747 and 4753. All licensees practice under a Code of Ethics. For hearing aid dealers, fitters, and trainees, the duty to report is specified under Ohio Administrative Code section [4747-1-23](#) (B)(10), which states: licensees shall report to the board any violation of the board rules or any breach of the code of ethics that the licensee is aware. For audiologists, speech-language pathologists, conditional speech-language pathologists, and aides, the duty to report is specified under Ohio Administrative Code section [4753-9-01](#) (B)(10), which also states: licensees shall report to the board any violation of the board rules or any breach of the code of ethics that the licensee is aware. Licensees have a duty and responsibility to report known violations of the practice act and breach of the code of ethics. Licensees can report violations by submitting a complaint on the eLicense Ohio website: [File a Complaint–Duty to Report](#). You may also contact the Board office and request to speak with the Executive Director, Gregg Thornton, if you have questions about whether a situation should be reported. The Duty to Report requirement is an important component to a practitioner’s responsibility under their license, as well as ensuring consumer protection.



Speech Assistants versus Speech-Language Pathology Aides: What is the difference in Ohio and Why Does It Matter?

Support personnel can assist audiologists and speech-language pathologists with their duties to provide services to patients, clients, and students across all work settings. Ohio has licensed support personnel since 1992, when [Ohio Revised Code section 4753.072](#) became law. In Ohio, our licensed support personnel are called Audiology Aides and Speech-Language Pathology Aides. The Board adopted rules delineating the qualifications for licensure and the requirements for their training, allowed duties, and supervision under [Ohio Administrative Code Chapter 4753-7](#).

The educational requirements for a speech-language pathology aide or audiology aide is a high school diploma or equivalent. For states that license speech and audiology assistants, the educational requirements are either a 2-year or 4-year college degree. Aides in Ohio receive customized and hands-on training by their supervisor, perform duties that support specified aspects of record keeping and screenings subject to a pass/fail determination, pursuant to [Ohio Administrative Code section 4753-6-01](#).

Speech Assistants are another type of support personnel licensed in other states to assist speech-language pathologists. Ohio does not recognize or license speech assistants. Speech assistants in other states can provide broader duties, such as managing a caseload and providing direct services to patients, clients, or students under supervision. In Ohio, a speech-language pathology aide cannot perform these duties and cannot work independently.

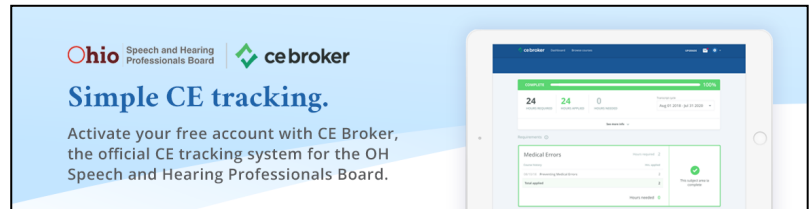
Employers posting positions for support personnel need to be aware of the type of support personnel that the Ohio licensure board recognizes and licenses. Employers and contract companies should not list “Speech Assistant” or “SLP-A” as these titles misrepresent the type of support personnel that is recognized and licensed in Ohio.

Speech-language pathology and audiology aides serve an important role to supporting speech-language pathologists and audiologists in specified aspects of record keeping and screenings. Please refer to the above referenced laws and rules in order to be compliant with Ohio’s requirements for support personnel for speech-language pathology and audiology.

Ohio Speech and Hearing Professionals Board

CE Broker - Sign-up Today!

[CE Broker](#) is the official CE tracking system of the Ohio Speech and Hearing Professionals Board. You will never have to pay for a CE Broker Basic Account. However, licensees do have the option to subscribe to an upgraded account, which offers additional CE tracking tools. Please visit the Board's website at <https://shp.ohio.gov/continuing-education> to learn more.



HOW TO ACTIVATE YOUR FREE CE BROKER ACCOUNT?

1. Visit www.cebroke.com/oh/plans
2. Select the Basic Account option
3. Enter your license number and get started tracking your continuing education!

Comprehensive Course Search

The [CE Broker Course Search](#) helps you find every course you need to complete your license renewal. To find courses, visit courses.cebroke.com/search/oh and select your profession.

Helpful Support Center

CE Broker's dedicated support center is available 8AM-8PM ET Monday - Friday with a team of experts trained on the rules and regulations of the Ohio Speech and Hearing Professionals Board. Reach them by phone at 877-434-6323 or via [email and live chat](#).

Benefits of using CE Broker

- Track your continuing education hours required to renew your Ohio license;
- Know precisely how many hours you've completed and how many hours are remaining;
- Exemption from a continuing education audit once your 20 hours are reported
- Bring CE compliance wherever you go with the CE Broker mobile app. Available on iPhone and Android from the [App Store](#) or [Google Play](#).

OMNIE: Refreshed - Speech and Language Guidelines

Watch for the new OMNIE: Refreshed coming soon. Until then, topic modules are still maintained and accessible on the Ohio Master's Network Initiatives in Education (OMNIE) website at: <https://omnie.ocali.org/>. The topics are maintained and updated by practitioners regarded for their expertise, knowledge and experience over the subject areas addressed. The guidelines and resources support school based practitioners, including intervention specialists, teachers, administrators and parents. Accessing the modules will require you to register for a free account which will only take a few minutes, and is highly encouraged to ensure that funding continues in order to maintain and develop additional modules.



Ohio Speech and Hearing Professionals Board

Miami University - Celebrates 75 years of Speech and Hearing



The Board would like to congratulate Miami University on their Speech-Language Pathology and Audiology Department's 75th anniversary. The Board's Executive Director attended the celebration events on September 23 - 24, 2023. The milestone event coincided with the launching of their new state-of-the-art Clinical Health Sciences and Wellness Building that will allow their programs to grow for future generations.



Hundreds attended the event, which included a 5k/half mile walk/run. Department Program Chair, Dr. Donna Scarborough and Associate Dean, Dr. Susan Brehm started the event off with opening remarks and gave an engaging PowerPoint presentation, complete with historical photos, of the program's impressive 75-year history and a glimpse into future endeavors. They acknowledged and gave tribute to the individuals who helped lay the program's foundation through the years, such as Dr. Tom Anderson, Dr. Robert Mason, Ann Glaser, Sandy Uhl, Dr. Barbara Weinrich, Dr. Elizabeth Johnston, Dr. Jim Malott, Dr. Louise Van Vliet, and many more.



Following this informative overview of the program's history, attendees were divided up into small groups for a guided tour through the research labs, classrooms, and clinic spaces. The new building is quite impressive. In addition to speech-language pathology and audiology, the building's layout supports several healthcare majors and multiple clinics providing direct services. There is also ample space for both individual and group study areas, which promotes the collaboration amongst students in different healthcare fields. It was very interesting to hear directly from both the faculty and student tour guides about the current research and clinic opportunities at their state-of-the-art facility. The event on September 23, 2023 ended with closing remarks and a reception.

Quick Facts

- 165,000 sq. ft. facility
- Construction Complete: Spring 2023



OSHPB LATE FALL/WINTER CALENDAR—2023-2024



December 1
December 8
December 15
December 25

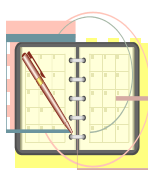
Application Review and Approval
Board Meeting
Application Review and Approval
State Holiday - Christmas Holiday Observed - Board Office Closed

2024



January 1
January 2
January 15
January 16
January 25

State Holiday - New Year's Day - Board Office Closed
Application Review and Approval
State Holiday - Dr. Martin Luther King, Jr. Day - Board Office Closed
Application Review and Approval
Board Meeting



February 1
February 15
February 19
March 1
March 14
March 15

Application Review and Approval
Application Review and Approval
State Holiday - Presidents' Day - Board Office Closed
Application Review and Approval
Board Meeting
Application Review and Approval



Reminder—audiology, audiology aide, hearing aid dealers, hearing aid fitters, speech-language pathology, and speech-language pathology aide licenses will not expire until midnight on December 31, 2024.

Note: Board & Committee meeting dates and locations are subject to change. Visit our website to confirm dates.

Please visit the Board's website at www.shp.ohio.gov for the specific time and location of the Board and committee meetings. In addition, you may also download the Board's agenda and meeting minutes.

Please note that this calendar is subject to change without notice.

Ask the Board:

Regular Feature

Frequently asked questions will appear in each newsletter.



When should I apply for a license, how long does it take to process, and how can I check on the status?

Applications should be submitted 4-6 weeks before the anticipated date a licensee plans to practice to allow sufficient time to receive all necessary documents, such as a criminal background check, transcript, praxis score, and other documents depending on the license type. It can take up to 4 weeks to receive all of the required documentation before the application can be approved and the license issued. Applicants can verify the status of their

application and verify receipt of documentation submitted as a service request by logging into their eLicense account and clicking on the "My History" button. Choose "Service Requests" from the 'History Type' drop down and view the status column results. Please allow at least 4 weeks before contacting the board office about the status of your application.