Purpose:
All students in the program will experience guided observation of adults and children with a variety of speech, language, and hearing disorders. This requirement is intended to provide experiences that complement their academic coursework in preparation for service provisions. Through such observations, students develop the ability to distinguish, analyze, and critique techniques, methods, and procedures used in clinical activities.

Requirements and Timeline:
All students are required to complete 25 hours of observation during their undergraduate program. If students elect to take Clinic Practicum (CSDI 470) during spring semester of senior year, they will be required to complete the 25 hours by December 12th of that academic year. If students do not enroll in this course, they will be required to complete that 25 hours by April 15th of the following semester, thus allowing time to complete senior check-out with the Director of the Undergraduate Program prior to graduation.

To make the most of this experience and to avoid any last minute stress of trying to complete these observations in time for clinic or graduate, students are strongly encouraged to spread their observations throughout the four-year program, and to have completed at least 12 hours by the end of junior year. Students will obtain 10-12 hours+ in the required Clinical Observation (CSDI 435). This goal is included on the Undergraduate Sample Schedule.

Procedures:
Students will not be allowed to observe any clients without permission. Students engaged in observations are expected to conduct themselves in a professional manner at all times. Each student is required to be familiar with the Procedures for Observation established by the department and must sign the “Confidentiality Agreement and Expectations of Professional Behavior During Observations”. This signed agreement is kept on file in the clinic office. Failure to adhere to this document will result in losing the privilege of observing clinical activities or enrolling in clinical practicum. According to the American Speech-Language-Hearing Association Code of Ethics (2010),

> Individuals shall not reveal, without authorization, any professional or personal information about identified persons served professionally or identified participants involved in research and scholarly activities unless doing so is necessary to protect the welfare of the person or of the community or is otherwise required by law.

Access to Client Information:
Under no circumstances will the observing student be allowed access to client files and other relevant records. When students are in the observation area, they are not permitted to interact with the family or other students who are observing about the case. Any other interactions should be kept to a minimum. Be aware that facial expressions, body language, and humor can be misinterpreted by others and always behave in a professional manner. If the student is asked a question, he or she refer that person to the Clinical Instructor of the case.

Clinic Attire:
Students must wear their SLU ID badge at all times in the observation area. Please remember that observing in clinic is unlike other on-campus activities. Students are expected to dress appropriately for clinic when observing. (For specific guidelines, see “Clinical / Professional Attire Requirements”) Examples of inappropriate clinic attire include casual T-shirts, shorts and jeans. Students who are dressed inappropriately will be asked to leave the clinic area.

Observation Report:
To receive credit for the observation, the student must write a report following the session observed following the appropriate Diagnostic or Treatment format. Client names and other identifying information are not to be included in the report. If the observation is required for a class, the student will turn in the report to the instructor of the class. If the observation is independent of any class and takes place in the on-campus clinic, the student will turn in the report to the clinical instructor assigned to the case within two weeks of the observation. After the report is returned to the student, he or she must obtain the clinical instructor’s signature on the Observation Log. It is the student’s responsibility to maintain accurate records of each observation on the log.

Off-campus Observations:
Students will at some point in the program be doing off-campus observations. They will need to clear such observations through the Director of the Undergraduate Program first and must be able to verify that the speech-language pathologist or audiologist being observed is currently certified by ASHA. The student will need to be familiar with and follow the rules and procedures for observations required by the site. Students should not go to a site for an observation without official approval from that site. Students will also need to wear their SLU ID to the observation site.

Before students make plans to observe someone outside the SLU clinics, they should send the following information to the Director of the Undergraduate Program:

- Name of SLP or AUD (must be certified in either SLP or AUD)
- How many hours of anticipated observation
- Approximate dates of observation (if available)
Professional Signature and Off-Campus Observation Report:
Following the observation, the student will need to obtain the professional signature (including verification of certification status) of the clinician observed on the Signature Form. Students should note that some graduate schools require the ASHA number of the clinician observed. The clinician will also confirm the amount of time observed on the form. Students will not receive credit for the observation without this form. The student will then write a report following the procedures and formats used for on-campus observations. In some cases, the student can modify the formats to fit the nature of the observation (e.g., groups). The depth of such reports, however, should reflect the amount of time spent observing. Students should remember that they must always preserve confidentiality of the people they observe by not revealing any identifying information. The student will turn in all reports of off-campus observations (with no identifying information) to the Director of the Undergraduate Program for approval, not to the clinician or the site. The Director of the Undergraduate Program will then sign the observation log after the signature form has been received and the report approved. Note: the off-campus clinician does not sign this log.

Senior Checkout:
Since completion of 25 hours of observation is a requirement of the Undergraduate Program, all seniors must checkout with the Director of the Undergraduate Program either by December 12th (seniors planning to take clinical practicum) or by April 15th (prior to graduation). Students need to bring a complete Observation Log(s) with signature that shows all the documented hours. They will then receive a copy of a letter from the Director of the Undergraduate Program to the Chair of the Department verifying completion of hours. A copy of this letter will also be placed in each undergraduate file.