

**ARTICLE 5. LICENSING SPEECH-LANGUAGE PATHOLOGIST ASSISTANTS**

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## ARTICLE 5. LICENSING SPEECH-LANGUAGE PATHOLOGIST ASSISTANTS

### R9-16-501. Definitions

In addition to the definitions in A.R.S. § 36-1901, the following definitions apply in this Article unless otherwise specified:

1. "Accredited" means approved by the:
  - a. New England Association of Schools and Colleges,
  - b. ~~Middle States Association of Colleges and Secondary Schools~~ Commission on Higher Education,
  - c. North Central Association of Colleges and Schools,
  - d. ~~Northwest Association of Schools and Colleges~~ Commission on Colleges and Universities,
  - e. Southern Association of Colleges and Schools, or
  - f. Western Association of Schools and Colleges.
2. "Application packet" means the information, documents, and fees required by the Department to apply for a license or renewal of a license.
3. "Calendar day" means each day, not including the day of the act, event, or default from which a designated period of time begins to run, but including the last day of the period unless it is a Saturday, Sunday, statewide furlough day, or legal holiday, in which case the period runs until the end of the next day that is not a Saturday, Sunday, statewide furlough day, or legal holiday.
- ~~3.4.~~ "CE" means continuing education, the ~~ongoing~~ process of receiving ongoing instruction related to the practice of speech-language pathology.
- ~~4.5.~~ "CE hour" means 50 to 60 minutes of continuous instruction.
- ~~5.6.~~ "Client" means an individual who receives speech-language pathology services from a speech-language pathologist assistant.
- ~~6.7.~~ "Course" means a workshop, seminar, lecture, conference, ~~or class, or instruction.~~
- ~~7.8.~~ "Credit hour" means an academic unit earned at an accredited college or university:
  - a. By attending a one-hour class session each calendar week during a semester or equivalent shorter course term, or
  - b. Completing practical work for a course as determined by the accredited college or university.
- ~~8.9.~~ ~~"Documentation" means a written statement, such as an e-mail or a fax.~~ "Documentation" or "documented" means information in written, photographic, electronic, or other permanent form.

- ~~9.10.~~ "General education" means instruction that includes:
- a. Oral communication,
  - b. Written communication,
  - c. Mathematics,
  - d. Computer instruction,
  - e. Social sciences, and
  - f. Natural sciences.
- ~~10.11.~~ "~~Good moral character~~" means an individual has:
- a. ~~Not been convicted of a felony or a misdemeanor in the five years before submitting an initial application to the Department, and~~
  - b. ~~Has never been convicted of a felony involving moral turpitude or a misdemeanor involving moral turpitude.~~
- ~~11.12.~~ "Observation" means to witness:
- a. The provision of speech-language pathology services to a client, or
  - b. A demonstration of how to provide speech-language pathology services to a client.
- ~~12.13.~~ "Speech-language pathologist" means an individual who is licensed under A.R.S. § 36-1940.01.
- ~~13.14.~~ "Speech-language pathology services" means the same as "speech-language pathology" in A.R.S. § 36-1901.
- ~~14.15.~~ "Speech-language pathology technical coursework" means a curriculum that provides knowledge to develop core skills and assume job responsibilities, including:
- a. Language acquisition,
  - b. Speech development,
  - c. Communication disorders,
  - d. Articulation and phonology, and
  - e. Intervention techniques for speech and language disorders.
- ~~15.16.~~ "Supervision" means instruction and monitoring provided by a master's level speech-language pathologist to an individual training to become a speech-language pathologist assistant that includes:
- a. Onsite, ~~observation,~~ and guidance; and
  - b. Activities, such as consultation, record review, review and evaluation of an audiotaped or videotaped screening evaluation, or clinical session.

**R9-16-502. License Qualifications**

To qualify for a speech language pathologist assistant license, an individual shall:

1. Complete an approved training program that contains at least 60 credit hours of general education and speech language pathology technical coursework from an accredited college or university, of which at least:
  - a. 20 credit hours are in general education, and
  - b. 20 credit hours are in speech language pathology technical coursework;
2. Complete at least 100 hours of clinical interaction that does not include observation, under the supervision of a licensed master's level speech language pathologist;
3. Be of good moral character;
4. Not have had a license revoked or suspended by any state within the previous two years before the date of the application; and
5. Not be currently ineligible for licensure in any state because of a prior license revocation or suspension.

**R9-16-503. R9-16-502. Initial License Initial Application License**

A. An applicant for a speech-language pathologist assistant initial license shall ~~submit to the Department an application packet containing an initial license to practice~~include:

1. ~~A Department provided~~ An application form in a format provided by the Department that contains:
  - a. The applicant's name, ~~Social Security number, date of birth, current home address, and home telephone number,~~ and e-mail address;
  - b. The applicant's Social Security Number, as required under A.R.S. §§ 25-320 and 25-502;
  - ~~b.c.~~ If applicable, the name of the applicant's employer and the employer's ~~current~~ business address and telephone number;
  - ~~e.d.~~ ~~A statement of whether~~ Whether the applicant has ever been convicted of a felony or of a misdemeanor involving moral turpitude in this ~~state~~ or ~~any other~~ another state;
  - ~~d.e.~~ ~~A statement of whether~~ Whether the applicant has ~~ever~~ had a license revoked or suspended by any state within the previous two years;
  - ~~e.f.~~ ~~A statement of whether~~ Whether the applicant is currently ineligible for licensure in any state because of a prior license revocation or suspension; ~~and~~



least 100 hours of clinical interaction that did not include observation, as required in R9-16-502(A) A.R.S. § 36.1940.04(A);

4.8. A non-refundable \$100 application fee; and

5.9. A non-refundable \$100\$200 license fee.

**B.** The Department shall review the application packet for an initial license to practice as a speech-language pathologist assistant according to R9-16-505 and Table 5.1.

**R9-16-504. R9-16-503. License Renewal Renewal Application License**

A. At least 30 calendar days and no more than 60 calendar days Before before the expiration date of a license, a licensee shall submit to the Department an application packet containing:

1. A Department provided renewal application form An application for renewal of a speech-language pathologist assistant license that contains:

a. The licensee's name, Social Security number, date of birth, current home address, business address, and home and business telephone numbers, and e-mail address;

b. If applicable, the name of the licensee's employer and the employer's current business address and telephone number;

c. If applicable, the name of the licensee's supervising speech-language pathologist;

d. The licensee's license number and license expiration date;

e. A statement of whether Whether the licensee has been convicted of a felony or a misdemeanor involving moral turpitude since the licensee's previous license application; and

f. Whether the licensee agrees to allow the Department to submit supplemental requests for information under R9-16-505;

g. An attestation that information required as part of the application has been submitted and is true and accurate; and

f.h. A statement signed by the applicant verifying the accuracy of the information provided by the applicant; The applicant's signature and date of signature.;

2. If the applicant has been convicted of a felony or misdemeanor involving moral turpitude since the licensee's previous license application, documentation that includes:

a. The date of the conviction,

b. The state or jurisdiction of the conviction,

c. An explanation of the crime of which the licensee was convicted, and

d. The disposition of the case;

- ~~2.3.~~ ~~A Department provided Documentation of completion of continuing education form completed and signed by the licensee that states the licensee meets the requirements in R9-16-506 required in R9-16-504(D); and~~
- ~~3.4.~~ A non-refundable ~~\$100~~\$200 license renewal fee.
- B.** According to A.R.S. § 36-1904, the Department shall allow a speech-language pathologist assistant to renew a license within 30 calendar days after the expiration date of the license by submitting to the Department:
1. The renewal application packet required in subsection (A), and
  2. A \$25 late fee.
- C.** An individual who does not submit a renewal application packet required according to subsection (A) or (B), shall reapply for an initial license ~~by submitting:~~ according to R9-16-502.
- ~~1. An initial license application packet required in R9-16-503, and~~
  - ~~2. The form required in subsection (A)(2).~~

**R9-16-506.R9-16-504. Continuing Education Application for Continuing Education**

- A.** ~~Before the expiration date of a license~~ Every two years from the effective date of a license, a licensee shall complete at least 40~~20~~20 CE hours.
- B.** A licensee may request approval of a CE course by submitting the following to the Department:
1. The title of the CE course;
  2. The name of the organization providing the CE course;
  3. The date, time, and location of the CE course;
  4. A description of the CE course's content and educational objectives;
  5. The name and educational background of the individual presenting the CE course; and
  6. The number of CE hours in the CE course.
- C.** The Department shall approve a CE course if the Department determines that the CE course:
1. Provides instruction on:
    - a. Current developments in speech-language pathology, or
    - b. Methods and procedures used to screen and treat a speech-language pathology disorders;;
  2. Contributes directly to the competence of a licensee to provide speech-language pathology services;
  3. Is developed and presented by an individual who is licensed:
    - a. As a speech-language pathologist according to A.R.S. § 36-1940.01(A),
    - b. To provide speech-language pathology in another state, or

- c. To provide audiology in this state or another state; and
- 4. Was completed during the licensee's current licensing period.
- D.** A licensee shall maintain a ~~record~~ documentation for each completed CE course that contains:
  - 1. The name, ~~address,~~ and license number of the licensee;
  - 2. The title of the CE course;
  - 3. The name of the organization providing the CE course;
  - 4. The date, time, and location of the CE course;
  - 5. A description of the CE course's content and educational objectives;
  - 6. The name, educational background, and teaching experience of the individual presenting the CE course;
  - 7. The number of CE hours earned for the CE course; and
  - 8. A statement, signed by the individual presenting the CE course, verifying the licensee's completion of the CE course; ~~and,~~
  - 9. ~~A statement signed by the licensee verifying the accuracy of information contained in the record.~~
- E.** A licensee shall maintain a ~~record~~ documentation required in subsection (D) for at least 36 months after the date the licensee completed the CE course.
- F.** A licensee is not permitted to carry forward CE hours from a previous years.

**R9-16-505. License Application and CE Approval Time-frames Time-frames**

- A.** For each type of license or approval issued by the Department under this Article, Table ~~4~~ 5.1 specifies the overall time-frame described in A.R.S. § 41-1072(2).
  - 1. A regular license is valid for two years.
  - ~~1.2.~~ An applicant or licensee and the Department may agree in writing to extend the substantive review time-frame and the overall time-frame.
  - ~~2.3.~~ An extension of the substantive review time-frame and the overall time-frame may not exceed 25% of the overall time-frame.
- B.** For each type of license or approval issued by the Department under this Article, Table ~~4~~ 5.1 specifies the administrative completeness review time-frame described in A.R.S. § 41-1072(1).
  - 1. The administrative completeness review time-frame begins on the date the Department receives a:
    - a. ~~On the date the Department receives a license~~ License application packet required in R9-10-502 and R9-10-503, or



- b. ~~On the date the Department receives a request~~ Request for CE approval required in R9-10-504.
2. Except as provided in subsection (B)(3), the Department shall provide a written notice of administrative completeness or a notice of deficiencies to an applicant or licensee within the administrative completeness review time-frame.
- a. If a license application packet or request for CE approval is not complete, the notice of deficiencies shall list each deficiency and the documents or information needed to complete the license application packet or request for CE approval.
- b. A notice of deficiencies suspends the administrative completeness review time-frame and the overall time-frame from the post-mark date of the notice until the date the Department receives the missing documents or information.
- c. If the applicant does not submit to the Department all the documents and information listed in the notice of deficiencies within 30 calendar days after the post-mark date of the notice of deficiencies, the Department ~~considers~~ shall consider the license application packet or request for CE approval withdrawn.
3. If the Department issues a license or approval during the administrative completeness review time-frame, the Department shall not issue a separate written notice of administrative completeness.
- C. For each type of license or approval issued by the Department under this Article, Table ~~4~~ 5.1 specifies the substantive review time-frame described in A.R.S. § 41-1072(3), which begins on the post-mark date of the notice of administrative completeness.
1. Within the substantive review time-frame, the Department shall provide a written notice to the applicant or licensee that the Department issued or denied the license or CE approval.
2. During the substantive review time-frame:
- a. The Department may make one comprehensive written request for additional ~~documents or information~~ information or documentation; and
- b. If the Department and the applicant or licensee ~~agree~~ agrees in writing to allow one or more supplemental requests for additional ~~documents or information~~ information or documentation, the Department may make the number of supplemental requests agreed to between the Department and the applicant.
3. A comprehensive written request or a supplemental request for additional ~~documents or information~~ information or documentation suspends the substantive review time-frame

and the overall time-frame from the post-mark date of the request until the date the Department receives all the documents and information requested.

4. If the applicant does not submit to the Department all the ~~documents or information~~ information or documentation listed in a comprehensive written request or supplemental request for ~~documents or information~~ information or documentation within 30 calendar days after the post-mark date of the request, the Department shall deny the license or approval.

**D.** An applicant who is denied a license may appeal the denial according to A.R.S. Title 41, Chapter 6, Article 10.

**Table 1. Table 5.1 Time-frames (in calendar days)**

Type of Approval or License	Statutory Authority	Overall Time-frame	Administrative Completeness Review Time frame	Substantive Review Time frame
Initial License Application	A.R.S. §§ 36-1904 and 36-1940.04	60	30	30
Renewal License Application	A.R.S. § 36-1904	60	30	30
Approval of Continuing Education	A.R.S. § 36-1904	45	30	15

<u>Type of Approval</u>	<u>Statutory Authority</u>	<u>Overall Time-Frame</u>	<u>Administrative Completeness Review Time-Frame</u>	<u>Time to Respond to Notice of Deficiency</u>	<u>Substantive Review Time-Frame</u>	<u>Time to Respond to Comprehensive Written Request</u>
<u>Initial License Application (R9-16-502)</u>	<u>A.R.S. §§ 36-1904 and 36-1904.04</u>	<u>60</u>	<u>30</u>	<u>30</u>	<u>30</u>	<u>30</u>
<u>Renewal License Application (R9-16-503)</u>	<u>A.R.S. § 36-1904</u>	<u>60</u>	<u>30</u>	<u>30</u>	<u>30</u>	<u>30</u>
<u>Approval of Continuing Education (R9-16-504)</u>	<u>A.R.S. § 36-1904</u>	<u>45</u>	<u>30</u>	<u>30</u>	<u>15</u>	<u>30</u>

**R9-16-507. R9-16-506. Disciplinary Actions**

- A.** If the Department determines that a licensee violated A.R.S. §§ 36-1901 through 36-1940.04 or this Article, the Department may:
1. Take an action under A.R.S. § 36-1934,
  2. Request an injunction under A.R.S. § 36-1937, or
  3. Assess a civil money penalty under A.R.S. § 36-1939.
- B.** In determining which disciplinary action specified in subsection (A) is appropriate, the Department shall consider:
1. The type of violation,
  2. The severity of the violation,
  3. The danger to public health and safety,
  4. The number of violations,
  5. The number of clients affected by the violations,
  6. The degree of harm to a client,
  7. A pattern of noncompliance, and
  8. Any mitigating or aggravating circumstances.
- C.** A licensee may appeal a disciplinary action taken by the Department according to A.R.S. Title 41, Chapter 6, Article 10.

**R9-16-508. R9-16-507. Duplicate License Fee**

A licensee may obtain a duplicate license by submitting to the Department a written request for a duplicate license that contains:

1. The licensee's name and address,
2. The licensee's license number ~~and license expiration date~~,
3. The licensee's signature, and
4. A \$25 duplicate license fee.