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## HOW TO FIND THE BEST CLINICAL FELLOWSHIP EXPERIENCE

Presented by EBS Healthcare

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### THE EBS HEALTHCARE MISSION

EBS is dedicated to improving services and support within the birth to 21-year-old population and the communities in which they live. It is our responsibility, as the global leader in our field, to share knowledge and create awareness within the speech-language community.

**Our goal is to make a difference in every life we touch, every day.**

#### GOALS OF THE EBS UNIVERSITY OUTREACH PROGRAM

- ☐ Provide valuable services and resources to new and future graduates
- ☐ Offer graduates the necessary tools to make informed decisions prior to selecting your CF Experience
- ☐ End result is a CF Experience that meets your individual needs

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### WHERE TO GO FROM HERE?

- ☐ Resume Preparation and Review
- ☐ Employment Search Strategies
- ☐ Interview Checklist
- ☐ Comparing Opportunities
- ☐ Licensure and Certification
- ☐ Current ASHA certification requirements for CF completion
- ☐ How can EBS Help?



*“Now that I’m graduating, how do I find the right place to start my career and grow professionally and personally?”*

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**RESUME PREPARATION AND REVIEW**

- ☑ Easy to follow, professional format
- ☑ Include specific responsibilities and accomplishments
- ☑ Use strong action statements - *collaborated, developed, implemented*
- ☑ Showcase talents
- ☑ Present skills as transferable as possible – *A team manager, board member of an organization*
- ☑ Length: one to two pages
- ☑ Consult with your references prior to citing them on your resume
- ☑ Be aware of TMI

**Your resume will open doors...  
your interview allows you to SHINE!**

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**WHEN SHOULD I START MY SEARCH?**



***As soon as possible!***

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**EMPLOYMENT SEARCH STRATEGIES**

**Ask yourself important fact gathering questions that will make your CF experience a valuable one.**

- ☑ Geographic location
- ☑ Type of setting
- ☑ Full-time or part-time hours
- ☑ Population
- ☑ Potential for Career Growth
- ☑ Support and Mentorship



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## EMPLOYMENT SEARCH RESOURCES

-  University & Clinical Supervisors
-  ASHA Website
-  ASHA Leader and ADVANCE Magazine for Speech and Hearing
-  ASHA convention and state associations/conferences
-  Online search engines
-  Social network
-  Your EBS Representative!



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## THE INTERVIEW CHECKLIST

- Become familiar with the potential employer
- Write down the names and titles of individuals you speak with
- Maintain professionalism; no unnecessary distractions
- Demonstrate flexibility; Stay open to new experiences
- Ask questions, but be a good listener

**...most importantly, relax and be yourself!**

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	Phone interview	In-Person interview	Web interview (Skype, FaceTime)
Set your clock! Be prepared for the agreed upon time	X	X	X
Present yourself in a professional manner	X	X	X
Dress for success	X	X	X
Avoid background distractions/noise	X		X
Bring several copies of your resume		X	X
Turn your phone off/silent		X	X
Be sure your battery is charged	X		X
Take notes	X	X	X
Ask about a follow-up timeframe	X	X	X

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**PREPARE FOR YOUR INTERVIEW**

Anticipate questions from these categories:

- Organizational skills
- ASHA Scope of Practice
- Experience
- Personal qualities
- Goals/Job Outcome
- Knowledge base

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**COMPARING OPPORTUNITIES: Do you know what to ask?**

Follow ASHA Requirements?

Access to Materials?

24/7 Support?

Full Benefits?

International Opportunities?

Housing & Relocation Assistance?

Specialized Trainings?

Growth Opportunities?

An Established Reputation?

Bilingual Certifications?

Provide CF Mentor?

Licensure & Certification Assistance?

CEU Opportunities?

Scholarships or Grants?

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**WILL YOU HAVE OPPORTUNITIES FOR PROFESSIONAL CAREER GROWTH?**

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**BUT PLEASE, DO NOT FORGET TO ASK ABOUT...**

# SUPPORT!

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**SOME HELPFUL SUPPORT RELATED QUESTIONS YOU MAY WANT TO CONSIDER:**

- Who will be responsible for providing me with support? Mentoring for ASHA certification? Supervision for my state license?
- Are field experts available to offer support?
- In what form and from whom will I receive support?
- When will support be available to me?
- Does the mentor meet ASHA requirements to serve as a mentor?
- Does the mentor/supervisor hold state licensure in the state where I'll be working?

Go to <https://www.asha.org/certification/Clinical-Fellowship/> to search ASHA resources for CFs.

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**POSSIBLE RED FLAGS!**

- ☒ Are you responsible for finding your own CF Mentor?
- ☒ Are you being offered what seems like a comparatively high salary? Carefully compare all benefits for each opportunity.
- ☒ Do you have to *build your own* caseload?
- ☒ If you are interested, are you able to speak with another CF or SLP who currently works for the company/facility?
- ☒ Are they willing to put everything that was discussed in writing? Do you feel like you can have an open dialogue?

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**LICENSURE & ASHA CERTIFICATION**

State  
Licensure



Other  
Certifications



Ask potential employer...  
*"Do you have a licensure/certification department that can assist me with this process?"*

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**STATE LICENSURE AND REGULATORY REQUIREMENTS**

- Become familiar with the requirements for licensure in the state where you will be working – they vary from state to state. Go directly to the state licensure board website or ASHA's State-by-State site [www.asha.org/advocacy/state/](http://www.asha.org/advocacy/state/).
- Keep in mind that most states differentiate between licensure to work in settings other than public schools, and educational credential (i.e. teacher certification) to work only in public schools; the terminology for the credentials may also vary from state to state.
- Completing your Clinical Fellowship without also meeting your state licensure/credentialing requirements may jeopardize your ability to practice.

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**ASHA GUIDELINES FOR CF EXPERIENCE**

**The purpose of your CF is to develop and refine clinical skills to advance from your graduate school training (competent) to independent practice (proficient)**

**Helpful hints:**

- Discuss time constraints & schedules with your mentor and/or provisional state license supervisor (may be two different individuals) to ensure your needs are met, without jeopardizing contact and on-site visit requirements.
- Verify your CF mentor holds current ASHA certification requirements through the duration of your CF experience.
- Keep a log/record of all contacts and on-site visits.

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**LENGTH OF THE ASHA CLINICAL FELLOWSHIP**

- ☐ The ASHA CF experience is a minimum of 1,260 hours **and** 36 weeks.
- ☐ The CF experience is divided into three equal segments, and each segment represents one third of the total experience, or 420 hours per segment.
- ☐ Full-time CF experience is considered 35 hours per week for 36 weeks, for a total of 1,260 hours. Working more than 35 hours per week will not shorten the length of the CF experience; however, working fewer than 35 hours per week will extend the number of weeks required to reach 1,260 hours. Part-time experiences must be a minimum of 5 hours per week in order to be counted toward the total 1,260 hours.
- ☐ Travel, lunch, vacations/holidays, leaves of absence, and other forms of paid or unpaid time off cannot be counted in your number of hours worked per week.
- ☐ Eighty percent of the Clinical Fellow's work week must be spent in *direct clinical contact* related to the management of disorders that fit within the ASHA Scope of Practice for SLP.

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**EXAMPLES OF DIRECT CLINICAL CONTACT INCLUDE THE FOLLOWING:**

- ☐ Screening, Response to Intervention (RtI), and/or observations of the client/patient
- ☐ Assessment/diagnostic evaluations
- ☐ Treatment
- ☐ Writing of reports, notes; billing
- ☐ Family/client consultation
- ☐ Family/client counseling
- ☐ Individualized Education Program (IEP) meetings, Individualized Family Service Plan (IFSP) meetings, rounds, or other meetings related to the management of a client/patient's diagnosis and treatment plan
- ☐ Twenty percent of the work week may be spent doing other activities such as attending in-services or providing trainings and presentations.

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**MENTORING REQUIREMENTS**

- ☐ Complete at least 3 formal evaluations of the clinical performance using the Clinical Fellowship Skills Inventory (CFSI) Report and Rating Form; this is designed to be used as a self-rating tool with feedback and input from the Mentor.
- ☐ Conduct at least 18 hours on-site, direct observations (6 hrs/segment)\*
- ☐ Conduct at least 18 hours monitoring, indirect activities (6 hrs/segment)\*
- ☐ Establish outcomes and performance levels to be achieved during the CF
- ☐ Upon completing the CF Experience, both the mentor and clinical fellow will need to complete the SLPCF Report and Rating form.

\*some state provisional licensure requirements exceed those of ASHA; in those cases, ASHA defers to state requirements.

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**APPLICATION FOR ASHA CCC & LICENSURE**

- ✓ Completed on-line application with appropriate fees/payment (may be done any time during the clinical fellowship)
- ✓ Completed on-line SLPCF Report and Rating Form
- ✓ Official transcript with your degree conferred sent to ASHA
- ✓ Letter from university Program Director verifying practicum hours sent to ASHA
- ✓ Passing score on the Praxis Exam (reported directly to ASHA by ETS)
- ✓ Any additional required documentation needed for provisional licensure to be issued, and full state licensure to be awarded upon completion

*Always keep a hard copy of all submitted documents for your records!*



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**CHANGES DURING THE CLINICAL FELLOWSHIP THAT MUST BE REPORTED:**

- ✓ Change in clinical site/employment
- ✓ Change in mentor
- ✓ Change in category of hours worked per week (ex. Going from full-time to part-time position)

*You may also need to report these changes to your state licensure board*

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**MAINTAINING YOUR CCC... LIFELONG LEARNING!**



- ☑ Your 3-year certification cycle begins January 1 after you are awarded your CCCs
- ☑ ASHA requires 30 hours (3.0 CEUs) of continuing education during your certification cycle (every 3 years), including 1.0 hour (.1 CEU) in ethics (effective 1/1/2020)
- ☑ Know your state licensure requirements for CEUs needed to maintain licensure; they may vary from ASHA's certification requirements

**Hint: A good interview question...**  
"Are you an ASHA approved CEU provider?"

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**HOW CAN EBS HELP?**

- ✓ A comprehensive CF support program
- ✓ Nationwide opportunities in a variety of settings
- ✓ International Outreach & Spanish Immersion Programs
- ✓ Scholarships & Grants
- ✓ Personal and experienced HR Representatives
- ✓ Professional support from field experts
- ✓ Resource library
- ✓ Professional resume insight and assistance
- ✓ Ongoing support as part of a collegial team

...and more!




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**WE ARE EBS HEALTHCARE**

- Exceeds ASHA Requirements
- Provide CF Mentor
- An Established Reputation
- Immersion Programs
- Nationwide Opportunities
- Resource Library
- Housing & Relocation Assistance
- Continuing Education
- Scholarships & Grants
- Licensure & Certification Assistance
- 24/7 Support Line
- Full Benefits
- Growth Opportunities
- Bilingual Certification
- Specialized Trainings

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26

**THE EBS FAMILY OF SERVICES**

 <p><b>EBS Healthcare</b> • 800-578-7906 • <a href="http://www.ebshealthcare.com">www.ebshealthcare.com</a></p>	 <p><b>EBS Pediatrics</b> • 866-459-5320 • <a href="http://www.ebspediatrics.com">www.ebspediatrics.com</a></p>
 <p><b>EBS United</b> • 855-251-8776 • <a href="http://www.ebsunited.com">www.ebsunited.com</a></p>	 <p><b>EBS Learning</b> • 800-340-9020 • <a href="http://www.ebslearning.com">www.ebslearning.com</a></p>
 <p><b>EBS Early Intervention</b> • 866-459-5320 • <a href="http://www.ebssei.com">www.ebssei.com</a></p>	 <p><b>EBS Children's Therapy</b> • 610-455-4040 • <a href="http://www.ebschildrenstherapy.com">www.ebschildrenstherapy.com</a></p>
 <p><b>EBS Children's Institute</b> • 800-578-7906 • <a href="http://www.ebschildrensinstitute.com">www.ebschildrensinstitute.com</a></p>	

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