



Policy Title: Registration: Practicum Requirements for Application towards registering as a Hearing Instrument Practitioner	Policy #: R-02	
Reference Bylaws: Section 82(1)(c), 82(2)(d)	HPA reference:	
Authorization: Board of the CSHHPBC	Date Approved: March 19, 2010	Date Revised: April 18, 2011 June 12, 2015 June 17, 2016

PURPOSE OF THIS POLICY

- To outline the requirements for completion of 660 hours of supervised practicum to be eligible for registration as a HIP

SCOPE

- Until an applicant has completed all education and practicum requirements, and has successfully completed required registration examinations, an applicant may not practice independently, i.e., without approved supervision.

POLICY

1. Completion of a practicum of 660 continuous supervised hours to be completed on a graduated progression from close (330 hours) to general (330 hours) supervision.

- The applicant must complete 660 supervised hours within 12 consecutive months from the date of application acceptance.
- With the exceptions noted below, practicum hours commence once the application has been approved.
- Supervisors and students must be located at the same place of business.
- Close Supervision: During the first 330 practicum hours, the student will provide clinical services, always under direct, onsite supervision. During this phase, the student will practice under close supervision, with the supervisor on site 100% of the time. The supervisor must co-sign written reports, audiograms, and verification measures. A student may not provide services to clients in the supervisor's absence from the clinic.
- General Supervision: During the final 330 practicum hours, the supervisor will provide general supervision; that is, the supervisor monitors the actions performed by a student, co-signs written reports, audiograms, and verification measures. The supervisor will also be available for case discussions and will review case files at least weekly. The student may provide services to clients on occasions when the supervisor is not in the clinic as long as the supervisor is available for consultation via telephone or electronic means, and as long as the supervisor is present in the clinic at least 60% of the time during which the student is providing clinical services.

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2. Credits for previous supervised clinical work

Applicants with a master's or doctoral program in audiology will be given credit for supervised clinical work directly related to audiology and hearing aids, but not for speech language pathology practicum work, and must work under general supervision until successful completion of the practical exam. Recent graduates must provide documentation signed by their program coordinator or practicum supervisor of supervised clinical practicum hours.

3. Supervisors

- The applicant must make his/her own arrangements to secure a supervisor.
- To qualify as a supervisor, the individual must be in active practice in British Columbia for a minimum of two years and be currently registered as an Active classification with the College as a Hearing Instrument Practitioner.
- A supervisor may supervise a maximum of two students at a time.
- Supervisors and students must be located at the same place of business, with the exception noted under 'general supervision' as described below.
- A student must inform the Registrar in advance of any proposed change in supervisor or work location during the practicum period.

4. Practicum Supervision Plan for Remote Locations

Applicants who meet the education requirements as substantially equivalent and have at least five years dispensing experience from another jurisdiction may be employed in off-site/remote locations during the fulfillment of practicum requirements under a supervision plan approved by the Registrar. Submission and approval of the supervision plan must take place prior the applicant's employment start date and must include the following:

- Statement describing the relevant work history
- Location where the applicant will be working
- Primary Location of the supervisor
- Method whereby the supervisor will monitor the activities of the applicant (eg: monthly site visits, telephone conferences, web cam/computer, review of written materials).
- Supervisors are not required to co-sign written reports, audiograms and verification measurements.



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Other applicants, who have completed their practicum requirements and are accepted to take the next scheduled registration examinations (ie: have submitted a completed and signed Student Declaration), may be employed in off site/remote locations under general supervision. An off site/remote location is based on geography and service needs, and not on corporate human resource needs.

A written supervision plan must be developed and co-signed by the supervisor and applicant and submitted to the Registrar prior to the start of the applicant's change of workplace. The supervision plan must include an assessment of the applicant's strengths and weaknesses as they pertain to hearing aid dispensing, and identify a competency development plan for the latter. In addition, competency in the taking of earmold impressions must be established by the supervisor before off-site supervision will be approved. To this end, the applicant must have satisfactorily performed a minimum of 25 impressions. The supervision plan must also include:

- Statement of the relevant work history of the applicant
- Location where applicant will be working
- schedule for on-site visits by the supervisor (minimum of monthly) which will include observation of fitting sessions with verification; and
- method whereby the supervisor will remotely monitor the activities of the applicant (i.e. teleconferences, review of reports and audiograms) and complete co-signing requirements
- Supervisors are required to review and co-sign written reports, audiograms, and verification measures in a timely fashion.

REFERENCES AND RELATED DOCUMENTS

College of Speech & Hearing Health Professionals of BC, Bylaws (2009), www.cshhpb.org

Government of British Columbia, Health Professions Act (2008), Victoria, BC: Queens Printer, www.bclaws.ca



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Registration Policy R-01: Programs of Study for Registration as a Speech-Language Pathologist, Audiologist, and Hearing Instrument Practitioner

Registration Policy R-03: Dispensing Program Requirements for Application towards Active Registration as a Hearing Instrument Practitioner (HIP)

Registration Policy R-04: Examinations Required for Registration as a Hearing Instrument Practitioner (HIP)

Form 8: Application Form - Student - Hearing Instrument Practitioner

QA Policy QA-06 Levels of Supervision: Definitions and Applications

Guidelines – HIP Supervision during Practicum