

Job Class Profile: Speech Language Pathologist II**Pay Level: CG-43 Point Band: 1038-1081**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	7	6	4	5	7	6	5	4	5	
Points	327	100	25	24	210	130	103	86	54	1059

JOB SUMMARY

The Speech Language Pathologist (SLP) II provides specialized professional and leadership/supervisory work for Speech Language Pathology Services. Work involves clinical activities such as providing diagnoses and treatment of clients with communication and swallowing disorders, and clinical leadership/supervisory responsibilities such as coordination, and supervision of Speech Language Pathology Services within a site of a multi-site organization. Clinical supervision may also be over Speech Language Pathologists I's who perform as sole charge positions for a site of a multi-site organization.

Key and Periodic Activities

- Performs activities such as managing the department's/service day-to-day activities by coordinating the client waitlist, determining priority status, reviewing and purchasing resources for the department, collecting and completing workload measurement statistics, and performing audits.
- Provides direction and input into departmental and clinical issues such as evaluating services and delivery demands and setting priorities for practice area; completes literature review, researches and implements current evidence-based and best practices and Quality Assurance Programs; participates in strategic planning activities, attends and represents the department on various organization committees, and participates or leads special projects. Provides input into and interprets policies, procedures, and provides guidance to staff in the application of their clinical practice. May provide written reports/proposals to manager for use during budget discussions.
- Develops and leads health promotion activities including workshops. Researches speech, language, and literacy development literature, develops resources (i.e. pamphlets, handouts, etc), and implements programs and training packages to be used by clients, families, educators, and the community.
- Supervises, directs, evaluates, and provides orientation to staff, SLP interns, and assistant students, and mentors new speech language pathologists.
- Provides diagnostic assessments on clients for treatment of speech language disorders. This involves interviewing clients and their families, administering tests, researching, determining diagnosis, developing and implementing treatment plans and training packages, assessing progress, developing future steps, documenting treatments, and providing counseling to clients and their families.
- Plans, prepares, and implements individual and group therapy programs for clients having

Key and Periodic Activities

- communication and/or swallowing impairments.
- Prepares diagnostic reports, treatment plans, and progress notes on clients, communicates this information to other health professionals, and initiates referrals to ensure necessary support.
- In consultation with a radiologist, recommends and performs videofluoroscopy procedures used in the evaluation of the anatomical and physiological status to determine a client's swallowing ability, implements treatment options including diet modifications and/or discontinuation of oral feeding.
- Depending on the practice area, participates in meetings with clients, their families, and healthcare and community professionals to discuss a client's care including planning, managing, and attending Individual Support Services Plans (ISSPs) for children from birth to school entry.
- Dictates or writes progress notes, letters, and discharge plans regarding clients' assessment and treatments.
- May travel to other sites, client homes, attend, or conduct traveling clinics to provide care and support to clients.
- May collaborates or act as a consultant/advisor to the healthcare team, and the community regarding speech language conditions/disorders, education, and treatment.
- May perform clerical functions such as scheduling clients' into the scheduling system.
- May assist with coordination of student placements, including evaluation.

SKILL

Knowledge

General and Specific Knowledge:

- Speech, language and dysphasia services, treatment, procedures, and current best practices
- Swallowing and feeding disorders
- Diagnostic assessments, tests, treatment, and documentation processes
- Diagnostic, educational, and assistive technology tools
- Strategic direction and service delivery, as it relates to field
- Workload measurement tools
- Organizational policies and procedures

Formal Education and/or Certification(s):

- Minimum: Graduate Degree in Speech Language Pathology and certification with the Canadian Association of Speech Language Pathologists and Audiologists (CASLPA).
- Continuing education required for credentialing

Years of Experience:

- Minimum: 2 to 3 years of experience and depending on the position, experience in a specialized area

Competencies:

- Assessment and diagnostic skills
- Oral, written, and cognitive communication skills

- Computer and research skills
- Operate technical devices and related equipment

Interpersonal Skills

- A range of interpersonal skills are used to listen and gather information through interviews (i.e. client histories); provide routine and complex information regarding treatment and care; provide advice and direction to staff, and comforting and nurturing to clients. Interacts with manager for program activities; instructs/teaches/trains, counsels or educates clients, healthcare professionals and students; and makes formal presentations to groups. Skills are used to gain the cooperation of others (staff, clients), provide expert advice to others and deal with upset people. Skills are most frequently used to listen, assess, provide support to clients and their families, advocate on behalf of clients for resources and supports, and instruct or make formal presentations to students, healthcare professionals, or the community.
- Communications occur with clients and their families, employees, community resources and representatives, government employees, and supervisor/manager and with professional associations and advisors.

EFFORT

Physical Effort

- The demands of the job occasionally result in considerable fatigue requiring periods of rest.
- Physical effort includes constantly moving, lifting, or arranging objects up to 25 lbs (i.e. equipment for testing, small tables or chairs, and computer carts), and occasionally pushing and pulling clients up to and over 50 lbs in wheelchairs, or in the case of children, handling them to ensure their safety.
- Regularly stands and walks when performing their clinic activities and depending on the position, regularly drives to and from clinics or client homes within the region. Regularly sits to counsel clients and to perform clinical documentation or administrative functions on the computer. When in clinic or therapy sessions, may work in awkward or cramped positions.
- Fine/finger precision work is used when performing work on the computer and during assessments using hand tools such as tongue depressor and pen light. Gross motor skills and the use of heavy equipment are required when performing diagnostic testing.

Concentration

- **Visual concentration** is required when performing assessments, observing clients, interpreting results, researching information, performing work on the computer, and writing reports/presentations.
- **Auditory concentration** is required for hearing and understanding clients with speech and language conditions and to listen attentively for changes in voice, speech, and the voice quality of clients. **Auditory concentration** is also required to provide and counsel clients and their families and during interactions with physicians and healthcare professionals.
- **Other sensory demands include touching** clients during examination to palpate the neck, give massage of the neck during therapy, or to conduct swallowing assessments.
- **Repetitive tasks that require alertness** are administering and interpreting standardized test batteries, entering daily workload measurement statistics into the computer, driving to and from

clinics, and performing dictation on clients.

- **Higher than normal levels of attentiveness or alertness** are required when performing assessments and examinations, and when working with children for their health and safety.
- Does not have **control over the pace of the work** due to the unpredictable number of clients that need to be seen. There are **time pressures and deadlines** to complete administrative tasks, see referred clients in a timely manner, to document assessments, to complete workload measurement reports and to see unscheduled clients who need immediate care.
- **Eye/hand coordination** is required to perform assessments and tests on the client, and performing work on the computer.
- **Exact results and precision** are required when making diagnosis, performing assessments, identifying treatments, and documenting client information.

Complexity

- Tasks and activities are different/unrelated and require the use of a broad range of skills and a diversity of knowledge.
- Complexity of work varies from tasks which are repetitive and well-defined to unique and technical in nature and typically require problem definition and analysis. Occasionally, tasks have strategic or policy significance and ideas for solutions may be provided in a team setting.
- Work involves clinical activities related to diagnosis and treatment as well as clinical leadership responsibilities including coordinating activities such as client waitlist, research and implementing current evidence-based best practices and quality assurance programs, determining priority status, evaluating Speech Language Pathology services and setting priorities for practice area and provides input into, and interpretation of, policies and procedures.
- Typical complexities include diagnosing clients, planning therapy sessions, customizing treatments to meet the client needs, and providing counselling regarding condition.
- Complexities tend to be solved by reviewing policies and procedures, following best practice guidelines and the code of ethics from the CASLPA, reviewing professional journals, and consulting with other health care professionals and advisors (i.e. Professional Practice and Ethics Committee).

RESPONSIBILITY

Accountability and Decision-Making

- Work tasks and activities are somewhat prescribed or controlled.
- Decisions related to client care, treatments, documentation, referrals to other practices, testing, and assessments are made independently. In addition, administrative decisions such as supervision of staff, purchasing of supplies, and decisions related to conducting presentations, arranging and attending interdisciplinary meetings, completion of audits, involvement in the peer review process, granting permission for overtime and minor leave coverage are, depending on the position, made with independent autonomy.
- Requires approval for tasks such as purchasing large assessment and treatment materials, travel claims, education funding, involvement in special projects, dissemination of literature development by speech language pathologists, significant service delivery model changes, health promotion activities with significant costs, policies and procedures, and media requests.

- Has some discretion in adjusting client schedules, flexing their own schedule to accommodate clients, and to discharge clients from care. Exercises a high degree of independent discretion and judgment either independently, or in some situations within predetermined limits and procedures, in all clinic related matters such as diagnosis, referrals, treatment, and discharge of clients. In addition, non-clinical decisions such as committee work, and mentoring of staff requires a high degree of discretion and judgment.
- Provides information, advice, and recommendations to members of the interdisciplinary team, clients, and their families, physicians, and students related to the SLP conditions, treatments, tests, and results. In addition, provides guidance, advice, and supervision to other staff, as well as students and recommendations to the manager regarding the programming area.

Impact

- Work activities have an impact on the immediate work area, within the department, outside the organization, and on clients.
- There are positive and negative impacts resulting from the decisions made regarding diagnosis, treatments, and tests being delivered to the client. Positive impacts can help improve client's ability for speech, language and swallowing; whereas, if diagnosis and treatments are not accurate, this could result in risk to the client.
- The resources impacted include equipment purchases/upgrades, processes and systems, finances such as the supplies, equipment and staffing required, material such as education resources being developed and distributed, human resources including the staffing levels required, health and safety such as the tests and treatments performed on the client, and corporate image.
- Errors that could occur when performing clinic activities include misinterpreting reports/tests, and misdiagnosing diseases.
- Work activities are somewhat mitigated as they follow guidelines and practices, and code of ethics within their scope of practice of the CASLPA. Clinic errors are identified within hours and typically are detected by the incumbent, physicians, or other healthcare professionals.

Development and Leadership of Others

- Typically responsible for direct and ongoing bargaining unit supervisory activities for a small size work group of employees (1 to 4 employees).
- Other development and leadership responsibilities include providing job advice, guidance, orientation to new employees, on-the-job training, and formal classroom type training. May also perform team and project leader activities such as a technical mentor and expert resource, clinical educator for SLP interns, representing and chairing departmental and other committees.

WORKING CONDITIONS

Environmental Working Conditions

- Required to wear masks, gowns (i.e. regular and lead), lead thyroid shields, radiation exposure badge, and gloves when performing some of their activities and to practice universal and safety precautions.
- There is limited likelihood of receiving minor injuries, illnesses, or a partial or total disability.
- Regularly, when performing clinic activities, exposed to unusual/distracting noises, bodily

fluids, odours, radiation and infectious diseases. Occasionally exposed to hazardous chemicals, physical danger, threats, and are exposed to awkward/confining spaces when performing tests or assessments. May also have to travel to other sites or clients homes, sometimes in adverse weather conditions.