UNIVERSITY OF SOUTHERN CALIFORNIA

Speech Pathologist
Job Code: 187743

Grade: HG
OT Eligible: No
Comp Approval: 5/9/2006

JOB SUMMARY:
Assesses, diagnoses, treats patients with speech, language, cognitive, communication, voice, swallowing and other related disorders and administers appropriate treatment to patients.

JOB ACCOUNTABILITIES:

*E/M/NA   % TIME

____ ____  Administers and analyzes test results to determine patient’s communicative and swallowing abilities and the extent and nature of the impairment(s). Examines patient’s medical histories and neurological and psychological test results in order to determine necessary therapy. Develops individualized plan of care for each patient.

____ ____  Treats speech and language impairments such as aphasia, apraxia, dysarthria, dysfluency and voice disorders. Also, treats swallowing disorders due to neurological impairments (e.g., CVA, Parkinson’s) or head and neck cancer.

____ ____  Selects augmentative or alternative communication methods and instructs their use to individuals with little or no speech capability. Teaches those with little or no speech capability how to improve their communication skills.

____ ____  Monitors patients’ progress and adjusts treatments, as necessary. Refers patients for additional medical or educational services, if required.

____ ____  Interprets findings and treatment plans to patients, patient’s families, teachers, or other concerned parties and provides counseling and training.

____ ____  Plans and conducts remedial programs designed to improve or restore communicative and swallowing abilities. Develops exercise programs to reduce disabilities. Administers treatment in individual or group sessions. Refers patients to other professionals such as physicians, dentists, psychologists, dietitians, etc., as needed.

____ ____  Writes reports on diagnostic findings, treatment plans, and progress made.

____ ____  Conducts and/or assists in the direction of research related to speech, voice and swallowing topics and reports findings for use in developing procedures, technologies, and/or treatments. Assists in writing grants, manuscripts and educational materials related to the practice and research.

____ ____  Schedules patients for evaluation procedures and treatment.

____ ____  Keeps abreast of developments in the field of speech pathology by attending professional seminars and/or workshops. Participates in conferences or training to share knowledge of new treatment methods or technologies.
Performs other related duties as assigned or requested. The University reserves
the right to add or change duties at any time.

*Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of
each job function to position.

**EMERGENCY RESPONSE/RECOVERY:**

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In the event of an emergency, the employee holding this position is required to
“report to duty” in accordance with the university’s Emergency Operations Plan
and/or the employee’s department’s emergency response and/or recovery
plans. Familiarity with those plans and regular training to implement those
plans is required. During or immediately following an emergency, the employee
will be notified to assist in the emergency response efforts, and mobilize other
staff members if needed.

**JOB QUALIFICATIONS:**

**Minimum Education:**
- Master's Degree

**Minimum Experience:**
- 1 Year

**Minimum Field of Expertise:**
- Must have current license to practice speech pathology by the California State Board of
  Medical Examiners and a Certificate of Clinical Competence (CCC) from the American
  Speech and Language Hearing Association.

**Preferred Experience:**
- 2-3 Years

**Preferred Field of Expertise:**
- Clinical experience with radiographic swallowing studies, neuromuscular electrical
  stimulation modality, and laryngeal imaging preferred.

**Skills: Other:**
- Analysis
- Assessment/evaluation
- Communication -- written and oral skills
- Conceptualization and design
- Consulting
- Counseling
- Curriculum development
- Interpretation of policies/analyses/trends/etc.
- Interviewing
- Knowledge of applicable laws/policies/principles/etc.
- Planning
- Problem identification and resolution
- Public speaking/presentations
- Research
- Scheduling
- Teaching/Training
Skills: Machine:
- Computer Network (Department or School)
- Computer Network (University)
- Computer Peripheral Equipment
- Fax
- Personal Computer
- Photocopier
- Speech/Voice lab hardware and software

Supervises: Level:
May oversee student, temporary and/or casual workers.

SIGNATURES:
Employee: _________________________________  Date: _________________________________
Supervisor: _______________________________  Date: _________________________________

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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