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Contact person	PS Coord

## Re-entry to Practising membership

### Policy

Speech Pathology Australia is responsible for the promotion and maintenance of high standards of the education, clinical practice and ethical conduct of its members. Speech pathologists who have previously been eligible for Practising membership but who have practised for less than 1000 hours during the five year period before application for Practising membership, are required to undergo a Re-entry Program.

### Guidelines

The purpose of Re-entry procedures are to update an applicant's knowledge base, re-establish professional networks and act as a mechanism of support to the applicant when returning to the profession. It is intended that people wishing to re-enter the profession will be supported to achieve this goal to enrich and strengthen the speech pathology workforce.

Many employers seek to employ persons who are either Practising members of Speech Pathology Australia or can demonstrate their eligibility for Practising membership. In order to regain eligibility, speech pathologists who were previously eligible for membership but have not practised for 5 years or more and/or cannot demonstrate a minimum of 1,000 hours of practice in the preceding 5 years, may be required to enrol in the Re-entry program. Re-entry is not appropriate if an applicant has not practised for 12 years or more and in this situation the applicant should seek guidance in selecting suitable course work and/or clinical practicum work through a university in order to regain eligibility for Practising membership.

The situation is different for graduates who have not commenced practice. They retain eligibility for Practising membership for a period of up to three years. New graduates who remain non-practising for more than three years, however, are required to participate in a Re-entry program to regain eligibility.

Any person participating in the Re-entry program must join the Association as a member in the Re-entry category.

Applicants who can demonstrate sufficient past speech pathology clinical work experience at a suitably high level of responsibility and who have maintained considerable Continuing Professional Development (CPD), upon providing evidence to support this, may be deemed to not be required to undergo a re-entry program. All other applicants will be required to develop a portfolio to demonstrate their competency across the Range Indicators and Units and Elements of the CBOS 2001. Initially these applicants will, in consultation with their appointed Eligibility Assessor, determine what evidence of current competency he or she already has. They will then negotiate with the Assessor a learning plan that defines the areas of competency for which evidence will need to be collected. Where there is a perceived lack of evidence of competency, various professional development options and the scope of the clinical placement experience will be identified. These activities must be successfully carried out in order to complete the portfolio of evidence.

The completed application, following completion of all agreed re-entry requirements, will consist of the portfolio of evidence to show the Assessor the applicant is competent across the range indicators and Units and Elements of the CBOS 2001.

## Re-entry Categories

Re-Entry requirements vary according to the applicant's recency of practice and level of professional experience.

If an applicant is assessed as not having worked in the field of speech pathology for at least 600 hours in the preceding three years (for new graduates) and 1,000 hours in the preceding five years (for all others) then they are initially assessed on a multidimensional matrix, as described below and in the corresponding 'Grid of Professional Experience'. For those deemed to require a full re-entry application, they must also demonstrate competency across the range indicators and Units and Elements of the CBOS 2001.

### 1. Applicants who are New Graduates

New Graduates who remain non-practising for more than three years after graduating are required to participate in a Re-entry program to regain eligibility, and are required to:

**SUBMIT:** a portfolio addressing CBOS range indicators and competency units and a draft "Learning Plan" identifying gaps in competency and agreed tasks in order to meet competency.

### 2. Applicants who have not practised for a period of five to twelve years

#### a. Those with Low and Medium Level Professional Experience – see grid over

Speech pathologists previously eligible for practising Speech Pathology membership who have practised for less than 1000 hours during the previous five years before their application for Practising membership must comply with the following in order to be considered eligible for Practising membership:

**SUBMIT:** a portfolio addressing CBOS range indicators and competency units and a draft "Learning Plan" identifying gaps in competency and agreed tasks in order to regain competency.

#### b. Those with High Level Professional Experience – see grid over

Applicants who have not practised for five years but less than twelve years will be deemed fit to practise if they meet the following requirements:

- Over 5 years FTE work experience prior to non-practising
- Obtained personal Senior Position (e.g. PO3, Senior Clinician or equivalent)
- Has completed 20 hours or more CPD per year, across at least 2 activity types, with at least 60% clinical component

**SUBMIT:** evidence of above with application for renewal or transfer to practising membership.

### 3. Applicants who have not practised for a period of more than twelve years

Speech pathologists previously eligible for Speech Pathology Australia membership who have not practised for twelve years or more are not eligible for the Re-entry program and should be guided to study selected coursework through a university, that leads to meeting the CBOS requirements.

## Grid of Professional Experience

The dimensions of each rating are on a 3 level scale:

1. prior work;
2. level of responsibility;
3. Continuing Professional Development.

	Low Level	Medium Level	High Level
Prior Work	2 years or less experience prior to non-practising.	Over 2 years, to 5 years FTE work experience prior to non-practising.	Over 5 years FTE work experience prior to non-practising.
Level of Responsibility	Series of low accountability positions (e.g., short term locums under 1 year each) during work history.	At least 1 continuous position of 12 months or more; duties including: Caseload responsibility; Quality improvement; giving in-services; student supervision, etc.	Demonstration of seniority or specialisation or equivalent (e.g., 1) advanced speech pathology skills, 2) consultant or resource person, 3) local contribution to the profession, etc. 4) professional management of speech pathology staff.
Continuing Professional Development	Less than 10 points CPD per year specific to speech pathology	10 or more points CPD per year specific to speech pathology practice but does not meet complete criteria, i.e., <ul style="list-style-type: none"> <li>▪ less than 20 points</li> <li>▪ less than 2 activity types</li> </ul>	20 points or more CPD per year; utilising at least 2 activity types; with at least 60% clinical components (i.e., 12 points specific to speech pathology practice).

(Reference – Speech Pathologists Board of Queensland, Recency of Practice Policy)

## Portfolio of Competency across Range Indicators and Units and Elements of CBOS 2001

A Portfolio Summary table will be completed to demonstrate evidence of competent practice across the range indicators and units and elements of CBOS 2001. As described in the Applicant Guidelines, this summary table may include evidence that is:

- direct
- indirect
- inferred.

In consultation with their appointed Eligibility Assessor, applicants will subsequently develop a learning plan that defines the areas of competency for which additional evidence will need to be obtained, with suggested pathways and prescribed activities to achieve the sufficient evidence of competence.

Further submission of the Portfolio of Competency will be made subsequent to completion of prescribed activities for approval by the Eligibility Assessor.

*Decision Making regarding Re-entry Requirements*

Applicants may be required to undertake CPD and/or competency based assessment as determined by the Association's Eligibility Assessors. The competency based assessment consists of supervised clinical practice ("SCP"), whereby the clinical supervisor(s) can sign off on CBOS based competencies.

Decisions are determined on the following bases:

1. Continuing Professional Development (CPD)
  - Any applicant rating high on the CPD requirement does not have to undertake CPD as part of their re-entry process.
  - Where the applicant has not maintained adequate CPD, they will be required to undertake CPD activities to the level that reaches 20 points across a range of clinical areas, utilizing at least 2 activity types; and with at least 60% encompassing a clinical component (specific to speech pathology practice).
  - The areas of CPD to be undertaken will ideally be based on the identified gaps in clinical competence and experience as discussed and agreed to with the Eligibility Assessor.
2. Supervised Clinical Practice (SCP)
  - The Hours of SCP required is determined on the basis of identified gaps in CBOS competencies and in accordance with the length of non-practising period.
  - For those who have not practiced for up to 5 years, they will be required to undertake SCP for a minimum of 50 hours and up to 150 hours (4 weeks fulltime equivalent), with each placement for an identified gap being a minimum of 50 hours.
  - Applicants who have been non-practising for more than 5 years, will be required to undertake SCP for a minimum of 150 hours and up to 300 hours (8 weeks fulltime equivalent). Again a minimum of 50 hours of a suitable placement should be undertaken for each identified gap in CBOS competency.
  - The sign-off documentation by the clinical supervisor(s) will be regarded as a determining factor in accepting that CBOS Competencies have been met.

## The Re-entry process

### In brief:

What	Who
Contact National Office	Prospective applicant
Send Applicant Re-entry Package (recording details for follow up )	National Office
Applicant to review package and decide to proceed or not, including providing evidence of high level professional experience if applicant feels this is applicable to them	Applicant
National Office to follow up in 10 days to ask if applicant is proceeding or not May / will be referred to Eligibility Assessor for support in pursuing application	National Office
Applicant proceeding needs to complete and send to National Office application form, payment and Portfolio of Competency	Applicant
Application form and fee received and initial processing completed. Portfolio sent to Eligibility Assessor, who will make contact with the Applicant	National Office
In consultation with the nominated Assessor, applicant negotiates a learning plan with prescribed activities based on identified gaps in competencies	Eligibility Assessors & applicant
Applicant completes requirements of Learning Plan including evidence of activities undertaken, submits additional evidence of portfolio components back to Assessor via National Office	Applicant National office forward to Eligibility Assessors
Assessor to review additional portfolio items & either confirm completion of requirements or ask for additional evidence. If additional evidence required, assessor to liaise with applicant on how to achieve these requirements (all material via National Office)	Assessors
Applicant advised that Re-entry is approved. Letter confirms eligibility for Practising membership and includes Practising membership certificate	National Office

## Re-entry Process

