

# CERTIFICATED

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## SPEECH AND HEARING SPECIALIST

Primary Function: Provides screening, diagnosis, and therapy for speech and hearing of handicapped students of the San Dieguito Union High School District.

Directly Responsible To: Assistant Superintendent

### QUALIFICATIONS

1. Education – Appropriate California Credential
2. Experience – Evidence of successful clinical experience

### APPOINTMENT

1. The candidate shall be selected from among a list of qualified applicants selected through the medium of interview and examination procedures established by the superintendent.
2. The appointment shall be by the Board of Trustees on the recommendation of the superintendent.

### OPERATIONAL RESPONSIBILITIES

The Superintendent is authorized to work with staff members in developing a job description for the Speech and Hearing Specialist that will define specific areas of responsibility.

### SPEECH AND HEARING SPECIALIST

The Speech and Hearing Specialist's operational responsibilities shall include but not be limited to the following areas:

1. Screens all students for speech and hearing problems.
2. Selects the caseload from screening results and referral lists.
3. Maintains waiting list for future case load selection.
4. Assigns students to individual or group therapy sessions.
5. Accepts referrals according to forms S-5 (2) or S-5 (1).
6. Refers clients to other specialists or agencies or agencies when necessary.
7. Administers individual tests.
8. Interprets results of tests and determines prognosis and recommendations.
9. Arranges and conducts parent conferences and provides related counseling.
10. Confers with other specialists, i.e. nurses, doctors, teachers, orthodontists, psychologists, and other related personnel.
11. Attends professional institutes, conferences and workshops at the local county, state, regional and national levels.
12. Prepares evaluation reports on each client to be filed in the cum folder.
13. Prepares speech and hearing specialist's annual reports, required by the State and County Departments of Education.
14. Reports to and staffs with County Special Education Coordinator and other County Speech and Hearing Specialists.
15. Conducts individual and group therapy.
16. Cooperates with the district public relations representative to insure communications to the public regarding the speech and hearing programs.