

Requirements and Procedures for Provisional Membership in the NZSTA

Provisional Members (PM)

The PM is an individual who is obtaining supervised professional clinical experience to obtain full membership in the New Zealand Speech-Language Therapists' Association (NZSTA). In most cases, the individual seeking membership does not hold professional experience deemed equivalent to speech-language therapists who currently hold full membership in the NZSTA.

Purpose of Provisional Membership

The supervision process is not intended to be an extension of the clinical practicum experience undertaken as part of academic study. The period of provisional membership is viewed as transitional between supervised student practicum and independent delivery of services. Inherent in this experience is:

- Integration of application of knowledge gained in academic training
- Evaluation of strengths and limitations
- Refinement of clinical skills
- Development of clinical skills consistent with the current scope of professional practice

It is recognised that the employment setting is diverse. The over-riding factor in determining whether the particular employment setting is appropriate for gaining membership is that:

1. The setting is designed to evaluate, habilitate, or rehabilitate individuals with speech and language disabilities.
2. The setting affords the possibility that supervisory requirements can be met.

Length of Provisional Membership

Fulltime. No less than 36 weeks of professional fulltime employment, not including any periods of leave (30 hrs/week constitutes fulltime employment)

Part Time. For part time employment the following criteria apply:

25-29 hrs/week, the length of PM would be at least 48 weeks

20-24 hrs/week, the length of PM would be at least 60 weeks

15-19 hrs/week, the length of PM would be at least 72 weeks

*Professional employment of less than 15 hrs/week may not be used to fulfil provisional membership.

Who provides the supervision?

A PM can be supervised only by an individual who holds current full membership in the NZSTA. It is the responsibility of the supervisor to maintain membership during the entire provisional period. If the PM is supervised by multiple individuals, it is the responsibility of the PM to collate the evaluations of all supervisors to verify that all procedures have been met. Supervisors are allowed to earn continuing education points for their efforts.

Supervisors of a PM should not receive compensation for their supervision aside from reimbursement of direct expenses. If the PM and supervisor work for the same employer or institution there will be no remuneration.

What constitutes supervision?

There are not strict criteria in regards to the amount of supervision that should occur during the provisional membership year. However, assuming a 36-week period of supervision, it would not be unreasonable to expect 36 supervisory activities spaced across this time period. However, the quality of supervision should guide the process rather than quantity of supervision. Supervisory activities could include a combination of

on-site observations, as well as off-site monitoring activities. Examples of supervisory activities include:

- Directly observing PM during delivery of speech-language services
- Conferring with PM concerning treatment strategies
- Monitoring PM as s/he participates in case conferences
- Evaluating clinical records of PM (Diagnosis, Therapy)
- Evaluating PM on basis of consultation with professional colleagues or employer

Agreement between PM and Supervisor

The PM and supervisor will execute a written agreement that each should retain a signed copy. The written agreement should include the following:

- The anticipated duration of the supervision
- The number and duration of on-site activities
- The types of monitoring activities
- The mechanisms by which the PM receives feedback
- The mechanism for terminating the supervision if it becomes necessary before the expected date of completion
- An account of anticipated expenses and how these will be reimbursed to the supervisor
- A statement that both the PM and supervisor have verified, whereby the supervisor will maintain membership in the NZSTA during the period of supervision.

Report

Upon completion of the provisional membership period, the supervisor will make a determination and written recommendation to the NZSTA Executive. This should include:

1. The completed 'Recommendation for Full Membership' form
2. The signed agreement between the PM and supervisor (as above)
3. A report including:
 - whether the recommendation is for full membership to be granted or not
 - a brief explanation of why this is the supervisors recommendation
 - details of the supervision actually undertaken
 - time spent on supervision
 - any highlights of the year
 - professional development the PM has completed.

Outcome and Appeals

In cases where the supervisor recommends the PM be granted membership in the NZSTA, such membership will be granted immediately. If the supervisor does not recommend approval of the PM at the conclusion of the provisional period, s/he must submit to the NZSTA Executive a letter of explanation and supporting documentation. This information must be shared with the PM. Following a negative recommendation, the PM may (1) complete an entirely new provisional year, (2) a portion of the provisional year, or (3) request a Final Determination by the NZSTA Executive. In cases of a Final Determination, the PM must submit a letter of explanation and supporting documentation to indicate why the provisional membership year should be approved. The Executive may share this information with the supervisor and solicit additional information from the supervisor. The decision to approve the provisional membership year rests solely with the NZSTA Executive.