



D.C. Board of Audiology & Speech-Language Pathology

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YOUR MAILING ADDRESS

Changing your mailing address? Send your name, mailing address, and license number to:

Board of Audiology and Speech-Language Pathology Processing Department
Address/Name Change
899 North Capitol Street NE
First Floor
Washington, DC 20002



Government of the District of Columbia
Vincent C. Gray, Mayor



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DOH
DEPARTMENT OF HEALTH
Promote. Prevent. Protect.
Fall 2012

RENEWAL ISSUE

LETTER FROM THE CHAIR

Once again the Board has been busy! After working to get licensure regulations established in the District, you — the professionals in the field — demonstrated your professionalism by coming into compliance very quickly, overall. In the majority of cases, licensure has been a smooth process for both you and the Board.

It sounds incredible, but we are approaching our first Renewal period in December 2012! You will receive email notification shortly, and thank you in advance for your prompt renewals!

One of the initiatives that the Board has been working on this year was to establish regulations for Continuing Education (CE). Between January 1, 2013 and December 31, 2014, you will need to complete 20 hours of continuing education credits.

Please keep current by visiting the website for more information (www.hpla.doh.dc.gov). Sadly, over this past year, we have had to take disciplinary action against clinicians who were not in compliance with licensure laws and regulations. Actions have ranged from simple fines to license suspension. While these are difficult situations for everyone, we do believe that the consumers are better protected as a result.

A big “thank you” goes to the Department of Health Professional Board Staff for all their help throughout the year.

All the best for a relaxing Summer and a successful Fall.



Gabriele S. Nicolet, MA, CCC-SLP

Gabriele S. Nicolet, MA, CCC-SLP
Chairperson
DC Board of Audiology and
Speech-Language Pathology

Upcoming Board Meetings

DC Board of Audiology and Speech-Language Pathology

MEETS THE
THIRD MONDAY
OF EVERY MONTH
9:30 AM - 12:00 PM

at 899 North Capitol Street NE
Second Floor
Washington, DC 20002

TIME IS ALLOCATED AT
EACH BOARD MEETING
TO ALLOW THE PUBLIC
AN OPPORTUNITY TO
SPEAK TO THE BOARD.
PLEASE NOTIFY US IN
ADVANCE IF YOU PLAN
TO ATTEND A MEETING:

SEND AN EMAIL TO
THOMASINE.POINTER
@DC.GOV
OR CALL
(202) 724-8872.

VISIT US ON
THE WEB AT
WWW.HPLA.DOH.DC.GOV

THINGS YOU NEED TO KNOW TO RENEW

- 1) All licensees will be required to undergo a state and federal Criminal Background Check (CBC). *If you were licensed after January 2011, and already underwent a CBC for DC licensure, you are exempt from this requirement.*
- 2) To access your renewal application beginning on October 1, 2012, go online at www.hpla.doh.dc.gov. **No CBCs will be done/accepted unless a renewal application has been completed and filed with our office.**
- 3) Answer **ALL** questions completely and truthfully to avoid delays in processing your application. If you are aware of an incident in your past that may result in a positive criminal background check, you must provide the supporting documentation (including court documents) that explains the outcome of the case.
- 4) If you are currently not in compliance with the Board, your ability to renew may be denied until you satisfy the request of the Board.
- 5) The licensure renewal fee is \$179. In addition, Criminal Background Check fee is \$50.*
**varies by state*
- 6) CE's—Continuing Education (CE) is NOT required this renewal.
- 7) All licenses will expire on December 31, 2012. Please begin the renewal process early. Any false statement on your renewal application will result in disciplinary action being taken against your license.

General Renewal Questions: **1 (877) 672-2174** / Website: www.hpla.doh.dc.gov

FREQUENTLY ASKED QUESTIONS

When do I renew my license?

Audiology and Speech-Language Pathology licenses are renewed every two (2) years by December 31 of each even-numbered year.

Can I reinstate my expired Audiology or Speech-Language Pathology license in the District of Columbia?

Yes, provided that your license has not been expired for more than five years. You must complete the required continuing education credits for reinstatement and submit the appropriate application. *Please contact the Board to inquire about the required continuing education credits.*

EACH APPLICANT FOR RENEWAL OF A LICENSE, REGISTRATION, OR CERTIFICATION SHALL OBTAIN STATE AND FBI CRIMINAL BACKGROUND CHECKS.

How do I request a letter of verification from the District of Columbia Board if I am applying to another jurisdiction?

Submit a written request to the Board including your name, license number and the address to which you would like the verification sent. Also include any form that needs to be completed by our agency. Include a check or money order for

\$34.00 made payable to the DC Treasurer. Once your request is received, verification will be processed within 5-7 business days.

Do I need to complete a criminal background check if I have already completed it for my employment?

Yes, the criminal background check must be done for the DC Audiology and Speech-Language Pathology license.

LICENSURE RENEWAL PROCESS

LICENSES EXPIRE ON DECEMBER 31, 2012

RENEW YOUR LICENSE VIA THE INTERNET.

TO RENEW ONLINE YOU MUST USE INTERNET EXPLORER 6.0 OR HIGHER AND PAY BY MASTERCARD OR VISA. OUR SYSTEM IS NOT COMPATIBLE WITH GOOGLE CHROME OR SAFARI.

Before you log-on to our website, please have these items available:

- Your Social Security number
- Your Visa or MasterCard, in order to pay your renewal fee of \$179 online.

WHEN YOU ARE READY TO LOG-ON TO OUR WEB SITE:

- Enter www.hpla.doh.dc.gov into the address field of your web browser
 - Click on Online License Renewal
 - Type in your Social Security number and last name and click on "Search" tab
 - At the Registration page, you must create a User ID and Password
 - Type in your newly created User ID and Password and follow the step-by-step instructions to complete the renewal process.
- Please be sure to printout a copy of the "Confirmation Page" for your records.

AFTER YOU FINISH THE ON-LINE RENEWAL AT OUR WEB SITE, SEND US:

- If you do not currently have a photo on your license, you will need to send TWO (2) 2"x2" photos of yourself (identical passport-size photos; plain background, front-view, fade-proof), and write on the back of the photos your full name and license number or Social Security number.
- If you answer "yes" to the question in "Section 6", please mail the supporting document (s).
- Mail the items to:
 - HPLA - ATTN: Audiology and SLP Renewal
 - 899 North Capitol Street NE-First Floor
 - Washington, DC 20002
- After 24 hours, you may verify your completed renewal at: <http://hpla.doh.dc.gov/weblookup>

NOTE: CE WILL BE REQUIRED AT THE 2014 RENEWAL.

TO REQUEST A PAPER RENEWAL APPLICATION OR APPLY FOR PAID INACTIVE STATUS, PLEASE VISIT OUR WEBSITE AT WWW.HPLA.DOH.DC.GOV OR CALL 1-877-672-2174 BETWEEN THE HOURS OF 8:30 AM AND 4:30 PM EST - MONDAY THROUGH FRIDAY.

LOOKING FOR ADDITIONAL BOARD MEMBERS

Would you like to apply to serve on the DC Board of Audiology and Speech-Language Pathology? The following seats on the Board are vacant:

- 1 Consumer
- 1 Otolaryngologist

Board members must work and live in the District of Columbia. To apply to serve (or to recommend someone), go online at www.obc.dc.gov and download an application, or call the Office of Boards and Commissions at (202) 727-1372.

Board of Audiology & Speech Language Pathology

Webpage: www.hpla.doh.dc.gov

CBC (L-1 Enrollment/MorphoTrust USA)

Webpage: www.L1enrollment.com

CRIMINAL BACKGROUND CHECK (CBC) PROCESS

WHERE CAN I GET MY CRIMINAL BACKGROUND CHECK DONE?

Health professionals licensed in the District of Columbia can now receive live scan Criminal Background Check services with MorphoTrust USA (formerly called "L-1 Enrollment"). For more information on how to receive a live scan Criminal Background Check via MorphoTrust Services visit the MorphoTrust USA website or call 1-877-783-4187.

APPLICANTS COMPLETING CBC THROUGH MORPHOTRUST USA

Applicants choosing to use MorphoTrust USA for CBC will pay MorphoTrust directly for this service. Applicants have the following options to schedule fingerprinting appointments with MorphoTrust USA.

1. On-line Live-Scan Scheduling

- Available 24 hours a day, 7 days a week.
 1. Go to the website, www.L1enrollment.com.
 2. Click on the map link to DC.
 3. Choose Online Scheduling and enter required information and select desired appointment.

2. Call Center Scheduling

- Available Monday - Friday, 9am – 5pm EST.
Call **(877) 783-4187** and speak to one of the operators.
 1. Operators will collect required information and schedule your appointment.
 2. Be sure to write down your appointment date, time and location provided by the operator.
 3. Out of State Applicants who reside out of the District of Columbia, or are physically unable to go to a location to be fingerprinted may use MorphoTrust USA's Card Scan Processing Program.

This program utilizes advanced scanning technology to convert a traditional fingerprint card (hard card) into an electronic fingerprint record. Converting a "hard card" into an electronic record enables an applicant to have their fingerprint record processed as quickly as if they had traveled to an electronic fingerprint processing location. Applicants must go online to the MorphoTrust USA website or call 1-877-783-4187.

** A FBI Name Search request will be requested by MorphoTrust (formerly doing business as L-1 Enrollment) on behalf of DC DOH if an applicant has received two fingerprint rejections based on quality. Once MorphoTrust personnel receive notice that an applicant has received a second rejection, a name search request form will be submitted by approved MorphoTrust personnel directly to the FBI.

CAN I APPLY FOR A TEMPORARY LICENSE IN THE DISTRICT? The Board does not issue Temporary Licenses.

LIVE SCAN FINGERPRINTING



TWO CHECKS!

Your first check, made payable to "DC Treasurer", will cover the fee for your renewal. Your second, separate check will go towards the Criminal Background Check (CBC); that fee is \$50 for DC residents. **CBC fees vary by state.**

LICENSED AFTER JANUARY 2011

If you were licensed after January 2011, and already underwent a CBC for DC licensure, you are exempt from this requirement for this renewal.

PREVIOUS HPLA CBC

If you have completed a CBC for the purpose of licensure with DC Health Professional Licensing Administration (HPLA), you are not required to complete another CBC until 2016.

CBC FINGERPRINT VENDOR LOCATED AT DOH

You can get your CBC fingerprinting done at the MorphoTrust location on the first floor at the Health Professional Licensing Administration. We are located at 899 North Capitol Street, NE, Washington DC 20002 (across the street from Gonzaga High School).

SUBMIT RENEWAL APPLICATION BEFORE CBC

No CBCs will be done/accepted unless a renewal application has been completed and filed with our office.

CONTINUING EDUCATION REQUIREMENTS FOR AUDIOLOGISTS AND SPEECH-LANGUAGE PATHOLOGISTS

By Panravee Vongjaroenrat, Esq., Board Attorney

Regulations governing the practice of audiology and speech-language pathology may be found at Chapters 78 (Audiology) and 79 (Speech-Language Pathology) of Title 17 of the D.C. Municipal Regulations at the Department of Health's website: <http://doh.dc.gov/node/187462> and <http://doh.dc.gov/node/153472>. Since the regulation of audiologists and speech-language pathologists is still relatively new in the District, the Board of Audiology and Speech-Language Pathology continues to revise, expand, and update these rules, which are first published as proposed rules in the D.C. Register, www.dcregs.org. The Board encourages members of the professions to review the proposed regulations to stay informed and submit comments on how the new rules might affect them and their practice.

ENFORCEMENT MATTERS

The Board's function is to regulate the practices of audiology and speech-language pathology. Standards governing the practices include ASHA's (American Speech-Language-Hearing Association's) and the AAA's (American Academy of Audiology's) Code of Ethics as well as the enforcement provisions of the Health Occupations Revisions Act, D.C. Official Code § 3-1201.01 et seq. An additional matter that appears to be confusing to the professional community is the practice of speech-language pathology by new practitioners. The Board has encountered a significant number of cases in which new practitioners seeking licensure began practicing speech-language pathology without a license or supervised practice approval. It is important for all SLPs and clinical fellows to note the following:

- ASHA certification alone is no longer sufficient to permit lawful practice of speech-language pathology in the District by those without DC license.
- SLP graduates are permitted to practice in a clinical fellowship in which they are supervised by a speech-language pathologist licensed to practice in the District of Columbia. Additional rules governing clinical fellowship may be found at 17 DCMR § 7903.1 et seq.
- After the conclusion of the clinical fellowship, individuals seeking to practice or continue to practice speech-language pathology in the District must receive the Board's approval for supervised practice or wait for the issuance of a license.



WE WELCOME OUR NEW ATTORNEY

The Board of Audiology and Speech-Language Pathology welcomes new legal advisor Assistant Attorney General Panravee Vongjaroenrat, Esq.

CONTINUING EDUCATION QUESTIONS?

Further questions and additional information should be directed to Ms. Thomasine Pointer, Health Licensing Specialist, at (202) 724-8872 and thomasine.pointer@dc.gov.

GUIDANCE DOCUMENT ON TELEPRACTICE

HEALTH REGULATION AND LICENSING ADMINISTRATION & HEALTH PROFESSIONAL BOARDS

BOARD OF AUDIOLOGY AND
SPEECH-LANGUAGE PATHOLOGY
July 2010 AUTHORITY FOR GUIDANCE

1
POLICY NO.

POLICY STATEMENT

LICENSURE OF AUDIOLOGISTS AND SPEECH-LANGUAGE PATHOLOGISTS WHO ENGAGE IN TELEPRACTICE IN THE DISTRICT OF COLUMBIA

Policy:

The Board of Audiology and Speech-Language Pathology will deem it a violation of its regulations if an audiologist or speech-language pathologist provides services in the District of Columbia without a District of Columbia license, regardless of whether the professional providing services is physically located in the District of Columbia or another jurisdiction.

Analysis:

District of Columbia law at Title 3, Chapter 12, section 1205.01, requires the licensure of providers of health care services in the District of Columbia. With regard to audiologists and speech-language pathologists, the law provides as follows:

License, registration, or certification required. (a) A license issued pursuant to this chapter is required to practice...,audiology, speech-language pathology...in the District, except as otherwise provided in this chapter.

The Board of Audiology and Speech-Language Pathology wanted to clarify that any person providing audiology or speech-language pathology services in the District of Columbia must be licensed, and the licensure requirement is applicable regardless of the physical location of the person(s) providing the services. The exemptions from licensure found at Title 3, Chapter 12, section 1205.2 are applicable to telepractice.

This policy statement does not address persons who are located in the District of Columbia but who are providing services outside of the District.

PAID INACTIVE STATUS

If you intend to retire your license, or if you would like to place your license on Inactive Status, you must explicitly inform the Board of your intention before the renewal date expires. If you fail to pay renewal fees on time, your license is not inactive; it is delinquent (expired). It is unlawful to practice as an Audiologist or Speech-Language Pathologist while your license is delinquent/expired.

PAID INACTIVE FEE:	\$179 (one-time fee)
TIME LIMITATION:	UNLIMITED
FEE TO REACTIVATE YOUR LICENSE:	\$ 34
CONTINUING EDUCATION (CE):	Licensees on Paid Inactive status must continue to meet the continuing education requirements; CE must be presented to the Board when applying for licensure reactivation.

Contact Customer Service at **1 (877) 672-2174**, or Ms. Thomasine Pointer at **(202) 724-8872** for further information.

WHEN YOU MOVE OR CHANGE YOUR NAME

The law requires that all name and address changes be submitted in writing to our office **within 30 days of the change**. Please include your name, address, Social Security number, and license number if you know it. If you have a name change, you must also enclose a copy of your certificate of marriage, divorce decree, or court order that authorizes the change.

Fax your request to (202) 724-8677 or mail your name and address change to:

DC Board of Audiology and Speech-Language Pathology
Address/Name Change
899 North Capitol St NE
First Floor
Washington, DC 20002

BOARD ORDERS

January 1, 2011 - August 13, 2012

Public

There have been no public Board Actions taken against Audiology and Speech-Language Pathology Licensees during this period.

Nonpublic

January 2011 - December 2011 – Six (6) nonpublic actions.
January 2012 - August 13, 2012 – Four (4) nonpublic actions.

YOU ARE CORDIALLY INVITED

You are cordially invited to attend an Open Session of the monthly meeting of the DC Board of Audiology & Speech-Language Pathology.

The Board meets at 9:30 am on the third Monday of every month.

To RSVP and confirm date and time, please contact Board Health Licensing Specialist Thomasine Pointer at

(202) 724-8872 or via email at thomasine.pointer@dc.gov.

HELP US TO STAY IN TOUCH WITH YOU!

Please send an email informing the Board of your email address at:

THOMASINE.POINTER@DC.GOV

The Board of Audiology and Speech-Language Pathology will be distributing the Board newsletter electronically.

VERIFICATION OF DC LICENSURE

Licensing authorities and some health facilities often require a letter of verification of the licenses you currently hold or have held in the past. These letters of verification are sometimes called "letters of good standing," even though your DC license may have expired. If the jurisdiction or institution to which you wish the letter sent gave you a form, simply forward the completed form, with a check or money order payable to "DC Treasurer" in the amount of thirty-four dollars (\$34.00) to:

DC Board of Audiology and Speech-Language Pathology
899 North Capitol Street NE
First Floor
Washington, DC 20002

On the form, be sure to include your name and the address where the form is to be sent. If the jurisdiction or institution to which you wish the letter sent did not give you a form, send the payment referenced above and a short note requesting a letter of verification. The note should include your name and the name and address of where you want the letter of verification sent.

FILING A COMPLAINT WITH THE BOARD

To file a complaint against a licensed Audiologist or Speech-Language Pathologist, simply write a letter that describes your complaint. (Please note: You can print a complaint form from our website at www.hpla.doh.dc.gov)

The letter must be signed, and you should attach copies of any pertinent documents that you may have.

The letter must also include your address, so we may contact you as necessary and notify you of any findings.

You should mail the complaint to:

DC Board of Audiology and Speech-Language Pathology
899 North Capitol Street NE
First Floor
Washington, DC 20002

You can also fax the complaint to the Board at (202) 724-8677.

If your complaint alleges unlicensed activity, you should address your complaint to:

Supervisory Investigator
899 North Capitol Street NE
First Floor
Washington, DC 20002

You can also fax your complaint about unlicensed activity to (202) 724-8677.

Please be advised that the health professional licensing boards do not have jurisdiction over fee disputes, except for billing for services that were not provided. If you have a fee dispute with a health professional, you can seek redress through the civil courts.

BOARD WELCOMES NEW SENIOR HEALTH LICENSING SPECIALIST

The Audiology and Speech-Language Pathology Board welcomes Senior Health Licensing Specialist Eric Yeager, Esq. Mr. Yeager has almost 20 years of experience as an attorney and legal writer in intellectual property law, covering innovations in pharmaceuticals, biotechnology, medical devices, electronics, computers, telecommunications, energy, and an array of other technological areas. He has written extensively on developments related to patent prosecution, licensing, litigation, and legislation at the U.S. Congress, the U.S. Supreme Court, the U.S. Copyright Office, the U.S. Patent and Trademark Office, and the Court of Appeals for the Federal Circuit.



Eric Yeager, Esq.

In addition to studying legal and regulatory issues for the Department of Health, he will apply his skills for producing web-based video news

interviews and information segments to create videos and other tools to enhance the user experience of visitors to the Board website.

The DC Board of Audiology and Speech-Language Pathology advises the Mayor, and administers and enforces the law. The Board also evaluates applicants' qualifications and administers exams; recommends standards and procedures; issues licenses; receives and reviews complaints; and requests investigations, conducts hearings, and issues subpoenas.

The Board is appointed by the Mayor, with the advice and consent of the Council. The Board consists of seven DC residents, including a chair: two audiologists, two speech-language pathologists, one otolaryngologist, and two consumer members. Professional members must have been engaged in practice for at least three years preceding appointment. The consumer member must be at least 18 years old, with no affiliation with either the practice of audiology or the practice of speech-language pathology or other health profession. Licenses expire on December 31 of even years.



Government of the District of Columbia
Vincent C. Gray, Mayor



Health Professional
Licensing Administration

Address

DC Board of Audiology and
Speech-Language Pathology
899 North Capitol Street NE
First Floor
Washington, DC 20002

Phone

(202) 724-8872

Web page

www.hpla.doh.dc.gov

DC Government website

www.dc.gov

**Current Members
of The District of Columbia
Board of Audiology and
Speech-Language Pathology**

Gabriele Nicolet, MA, CCC-SLP
Chairperson

Diane Brewer, MA, CCC-A
Board Member

Kathy Hosty, MA, CCC-SLP
Board Member

Stephanie Marshall, MS, CCC-A
Board Member

Raul Echevarria
Consumer Member

**Interim Director,
Department of Health**
Saul Levin, MD, MPA

Board Staff

Executive Director

Bonnie Rampersaud

Phone: (202) 724-7332

Email: bonnie.rampersaud@dc.gov

Health Licensing Specialist

Thomasine Pointer

Phone: (202) 724-8872

Email: thomasine.pointer@dc.gov

Assistant Attorney General

Panraeve Vongjaroenrat, Esq.

Investigator

Leonard Howard

Newsletter Editor/Layout

Nancy Kofie

To use HPLA's website to check and verify a license, go to: www.hpla.doh.dc.gov

D.C. BOARD OF AUDIOLOGY AND
SPEECH-LANGUAGE PATHOLOGY
899 North Capitol Street NE
First Floor
Washington DC 20002