



## CERTIFICATION PROGRAM & APPLICATION

### Certificate G: Tracheo-esophageal Voice Prosthesis Assessment & Management

#### APPLICANT INFORMATION [mandatory Full registration status]

Name:		Registration #	
Email or phone:			
Training/employment setting:			
Hospital   Outpatient   Agency   Private Clinic   School   Other			

*I hereby attest that, pursuant to Part 10 of the College Bylaws and as prescribed below, I have successfully completed the certificate program requirements for Certificate G within three years prior to the date of this application, and that the information in respect of the following knowledge, skills, and competency is accurate and complete.*

<b>Applicant Signature</b>	<b>Application Date</b>

#### SUPERVISOR INFORMATION | Mandatory Full registration status and a holder of Certificate G or other qualified health professional subject to College approval

1. Name:			
Contact email or phone:		Registration #	
Health Care Professional designation and Certificate G where available:			

<b>Supervisor Signature:</b>			
------------------------------	--	--	--

2. Name:			
Contact email or phone:		Registration #	
Health Care Professional designation and Certificate G where available:			

<b>Supervisor Signature:</b>			
------------------------------	--	--	--

<b>Completed Form &amp; Fee:</b>	<p>\$50.00 per certificate to a maximum of \$100 regardless of the number of certificates held.</p> <p>After completion of the Certification Program, please upload this form and submit the application fee through the <a href="#">Registrant Portal</a> of the <a href="#">CSHBC website</a>.</p>
----------------------------------	--

<b>Date Submitted:</b>	
------------------------	--

## PRE-REQUISITES: CERTIFICATE G

**The following PRE-REQUISITES are required prior to commencement of the CERTIFICATION PROGRAM objectives -- pre-requisite education/courses must have been completed within the past 7 years.**

<b>Pre-requisite 1</b>	Full registration status as a Registered Speech-Language Pathologist (RSLP).	
------------------------	--	--

## CERTIFICATION PROGRAM: CERTIFICATE G

**The CERTIFICATION PROGRAM is a progressive learning process that includes knowledge, clinical judgment, practical application of skills, and demonstrated competencies -- the program must be completed within three years.**

Program Objectives	Knowledge, Skills, and Demonstrated Competencies for Certification Program	
<b>Objective 1</b>	<b>To attain pre-requisites for assessing and managing voice disorders and restoration using tracheoesophageal puncture (TEP) techniques and prostheses</b>	<b>Supervisor initials</b>
1.1	Minimum two years clinical experience with adult population – training may commence after the completion of one-year experience	
1.2	Training setting allows for hands-on practical experience with the relevant population	
<b>Objective 2</b>	<b>To attain the background knowledge for voice restoration using TEP</b>	<b>Supervisor Initials</b>
2.1	Knowledge of:	
2.1.1	<ul style="list-style-type: none"> <li>▪ Post-laryngectomy anatomy and physiology in relation to respiration, deglutition and production of tracheoesophageal (TE) sound and articulating alaryngeal speech</li> </ul>	
2.1.2	<ul style="list-style-type: none"> <li>▪ The effects of head and neck surgery, irradiation therapy and/or chemotherapy</li> </ul>	
2.1.3	<ul style="list-style-type: none"> <li>▪ Tumour staging and implications for treatment</li> </ul>	

Objective 3	To select appropriate candidates for TEP	Supervisor Initials
3.1	Demonstrate proficiency in discussing all aspects of TEP with the patient and significant others.	
3.1.1	Knowledge of:	
3.1.2	<ul style="list-style-type: none"> <li>▪ The purpose of the TEP</li> </ul>	
3.1.3	<ul style="list-style-type: none"> <li>▪ The advantages and disadvantages of TEP</li> </ul>	
3.1.4	<ul style="list-style-type: none"> <li>▪ Anatomical and physiological requirements for producing esophageal sound and articulating alaryngeal speech</li> </ul>	
3.1.5	<ul style="list-style-type: none"> <li>▪ The physical and mental requirements for TEP</li> </ul>	
3.1.6	<ul style="list-style-type: none"> <li>▪ TEP surgical procedures (primary vs. secondary)</li> </ul>	
3.1.7	<ul style="list-style-type: none"> <li>▪ Prosthesis function use and care</li> </ul>	
3.1.8	<ul style="list-style-type: none"> <li>▪ Materials/information for pre-operative consultation, post-operative consultation and a laryngectomy volunteer visit</li> </ul>	
3.2	Demonstrate proficiency in identifying physical, mental and social factors that contraindicate or complicate successful outcome of the TEP procedure.	
3.3	<p>Demonstrate proficiency in evaluating the sound generating potential of the pharyngoesophageal segment by insufflating the esophagus and interpreting the results.</p> <p>Knowledge of:</p>	
3.3.1	<ul style="list-style-type: none"> <li>▪ Rationale for insufflating the esophagus</li> </ul>	
3.3.2	<ul style="list-style-type: none"> <li>▪ Esophageal insufflation test procedures, risks and infection control</li> </ul>	
3.3.3	<ul style="list-style-type: none"> <li>▪ What constitutes a successful response</li> </ul>	
3.3.4	<ul style="list-style-type: none"> <li>▪ The factors that can result in false negative responses</li> </ul>	
3.3.5	<ul style="list-style-type: none"> <li>▪ The risk of vasovagal stimulation that may be elicited by gastric distention</li> </ul>	
Objective 4	To successfully fit a TE prosthesis	Supervisor Initials

4.1	Completion of a minimum of 5 observations of voice prosthesis insertion (including indwelling type) performed by a qualified practitioner.	
4.2	Demonstrate proficiency in measuring fistula length. Knowledge of:	
4.2.1	<ul style="list-style-type: none"> <li>▪ Indications and contraindications for initiating prosthesis fitting</li> </ul>	
4.2.2	<ul style="list-style-type: none"> <li>▪ Use of gauges for measuring puncture length</li> </ul>	
4.2.3	<ul style="list-style-type: none"> <li>▪ Use of topical anaesthetics, potential adverse reactions and contraindications, application protocol</li> </ul>	
4.3	Demonstrate proficiency in selecting type and style of TE prosthesis. Knowledge of:	
4.3.1	<ul style="list-style-type: none"> <li>▪ Various types of prosthesis features such as, size, shape, resistance levels, insertion techniques, placement longevity and composition</li> </ul>	
4.3.2	<ul style="list-style-type: none"> <li>▪ How features relate to patient's needs</li> </ul>	
4.3.3	<ul style="list-style-type: none"> <li>▪ Manufacturer's instructions</li> </ul>	
4.4	Demonstrate proficiency in preparing the fistula and inserting the prosthesis. Knowledge of:	
4.4.1	<ul style="list-style-type: none"> <li>▪ Catheters and stents used to modify the lumen</li> </ul>	
4.4.2	<ul style="list-style-type: none"> <li>▪ The appropriate techniques for insertion for each available type of prosthesis</li> </ul>	
4.5	Demonstrate proficiency in checking for leaking of liquid around or through prosthesis Knowledge of:	
4.5.1	<ul style="list-style-type: none"> <li>▪ Procedures used to determine site of leak</li> </ul>	
4.5.2	<ul style="list-style-type: none"> <li>▪ Causes of, and remedies for leaking around and through prosthesis</li> </ul>	
4.6	Demonstrate proficiency in assuring the prosthesis is properly seated and shunting pulmonary air into the esophagus Knowledge of:	

4.6.1	<ul style="list-style-type: none"> <li>The factors that could interfere with prosthesis function</li> </ul>	
4.6.2	<ul style="list-style-type: none"> <li>The testing procedures used to identify prosthesis success or failure</li> </ul>	
4.7	Completion of a minimum of 10 voice prosthesis insertions (including 2 indwelling type) with constant supervision by a qualified practitioner. Need for additional supervised insertions to be determined by supervisor and applicant.	
<b>Objective 5</b>	<b>To teach the patient or significant others to insert the prosthesis</b>	<b>Supervisor initials</b>
5.1	Demonstrate proficiency in teaching patient or significant others to insert the prosthesis.  Knowledge of:	
5.1.1	<ul style="list-style-type: none"> <li>Effective lighting, insertion devices, lubricants and adhesives</li> </ul>	
5.1.2	<ul style="list-style-type: none"> <li>Use of catheters or stents to facilitate insertion</li> </ul>	
5.1.3	<ul style="list-style-type: none"> <li>Insertion systems</li> </ul>	
5.1.4	<ul style="list-style-type: none"> <li>Risks associated with prosthesis insertion and withdrawal (e.g. Aspiration, bleeding)</li> </ul>	
5.1.5	<ul style="list-style-type: none"> <li>Safety measures to prevent aspiration of the prosthesis</li> </ul>	
<b>Objective 6</b>	<b>To teach the patient to produce voicing</b>	<b>Supervisor initials</b>
6.1	Demonstrate proficiency in teaching the patient to phonate with the prosthesis.  Knowledge of:	
6.1.1	<ul style="list-style-type: none"> <li>Behaviours that facilitate production of TE sound</li> </ul>	
6.1.2	<ul style="list-style-type: none"> <li>Behaviours counterproductive to production of TE sound</li> </ul>	
6.1.3	<ul style="list-style-type: none"> <li>Possible causes of blockage of shunted air from the lower respiratory tracts to the esophagus for voice production</li> </ul>	
<b>Objective 7</b>	<b>To teach the patient or significant others how to maintain working condition of prosthesis</b>	<b>Supervisor initials</b>

7.1	Demonstrate proficiency in teaching the patient proper hygiene for maintenance of the prosthesis, stoma and puncture.  Knowledge of:	
7.1.1	<ul style="list-style-type: none"> <li>Frequency of cleaning and the procedures used to clean the stoma, peristomal site and prosthesis when it is in the puncture and when it is removed.</li> </ul>	
7.1.2	<ul style="list-style-type: none"> <li>The effects of the candida organism on the prosthesis and methods of controlling its growth</li> </ul>	
<b>Objective 8</b>	<b>To identify problems related to tissue changes or stoma size</b>	<b>Supervisor initials</b>
8.1	Demonstrate proficiency in understanding problems arising from tissue changes or stoma size.  Knowledge of:	
8.1.1	<ul style="list-style-type: none"> <li>Possible causes of blockage of shunted air from the lower respiratory tracts to the esophagus for voice production</li> </ul>	
8.1.2	<ul style="list-style-type: none"> <li>Precautions to prevent changes in tissue</li> </ul>	
8.1.3	<ul style="list-style-type: none"> <li>Signs and symptoms of respiratory problems related to stoma size</li> </ul>	
8.1.4	<ul style="list-style-type: none"> <li>When to refer to appropriate medical personnel</li> </ul>	
<b>Objective 9</b>	<b>To select appropriate candidates for a tracheostoma valve</b>	<b>Supervisor initials</b>
9.1	Demonstrate proficiency in: <ul style="list-style-type: none"> <li>Understanding the advantages and disadvantages of placement of a tracheostoma valve and tracheostoma housing</li> <li>Explaining all aspects of the tracheostoma valve to the patient, significant others and other health professionals.</li> </ul> Knowledge of:	
9.1.1	<ul style="list-style-type: none"> <li>The function, application, use and care of the tracheostoma valve and its housing.</li> </ul>	
9.1.2	<ul style="list-style-type: none"> <li>The relationship between peristomal configuration and tracheostoma valve retention</li> </ul>	
9.1.3	<ul style="list-style-type: none"> <li>Factors that contraindicate or complicate tracheostoma valve retention</li> </ul>	
9.1.4	<ul style="list-style-type: none"> <li>The physical, mental and social factors that impact on the care and function of the tracheostoma valve and its housing</li> </ul>	

Objective 10	To successfully fit the tracheostoma with a valve housing and valve	Supervisor initials
10.1	Demonstrate proficiency in selecting the appropriate style and type of valve housing.  Knowledge of:	
10.1.1	<ul style="list-style-type: none"> <li>▪ The types and features of available valve housings</li> </ul>	
10.1.2	<ul style="list-style-type: none"> <li>▪ The features of the stoma and valve housing related to the patient's needs</li> </ul>	
10.2	Demonstrate proficiency in applying the valve housing to the tracheostoma area.  Knowledge of:	
10.2.1	<ul style="list-style-type: none"> <li>▪ The procedures used to prepare the peristomal area</li> </ul>	
10.2.2	<ul style="list-style-type: none"> <li>▪ The manufacturer's instructions</li> </ul>	
10.2.3	<ul style="list-style-type: none"> <li>▪ Alignment of the housing with the stoma</li> </ul>	
10.3	Demonstrate proficiency in selecting an appropriate tracheostoma valve  Knowledge of: <ul style="list-style-type: none"> <li>▪ The types and features of available tracheostoma valves</li> </ul>	
Objective 11	To teach the patient how to use the tracheostoma valve	Supervisor initials
11.1	Demonstrate proficiency in applying the housing and valve over or in the stoma.  Knowledge of:	
11.1.1	<ul style="list-style-type: none"> <li>▪ The procedures used to prepare the peristomal area</li> </ul>	
11.1.2	<ul style="list-style-type: none"> <li>▪ The manufacturer's instructions</li> </ul>	
11.1.3	<ul style="list-style-type: none"> <li>▪ Alignment of the housing with the stoma</li> </ul>	

11.2	Demonstrate proficiency in explaining safety precautions when using the tracheostoma valve.  Knowledge of:	
11.2.1	<ul style="list-style-type: none"> <li>▪ Appropriate valve and valve housing use</li> </ul>	
11.2.2	<ul style="list-style-type: none"> <li>▪ The methods to prevent valve and valve housing loss into the lower respiratory tract</li> </ul>	
<b>Objective 12</b>	<b>To teach the patient or significant others to care for the tracheostoma valve and valve housing</b>	<b>Supervisor initials</b>
12.1	Demonstrate proficiency in cleaning the tracheostoma valve and housing if applicable.  Knowledge of:	
12.1.1	<ul style="list-style-type: none"> <li>▪ Manufacturer's instructions</li> </ul>	
12.1.2	<ul style="list-style-type: none"> <li>▪ Adhesive solvents</li> </ul>	
<b>Objective 13</b>	<b>To resolve problems related to maintaining seal of valve housing</b>	<b>Supervisor initials</b>
13.1	Demonstrate proficiency in taking remedial action  Knowledge of:	
13.1.1	<ul style="list-style-type: none"> <li>▪ Methods of reducing airflow resistance in the prosthesis</li> </ul>	
13.1.2	<ul style="list-style-type: none"> <li>▪ Methods of reducing airflow resistance in the esophagus and pharyngoesophageal segment</li> </ul>	
13.1.3	<ul style="list-style-type: none"> <li>▪ Methods of modifying the tracheostoma valve housing</li> </ul>	
13.1.4	<ul style="list-style-type: none"> <li>▪ Available adhesive materials</li> </ul>	
<b>Extensions:</b>	<b>By mutual agreement between the supervisor and trainee, any or all objectives may be extended beyond minimum requirements</b>	





Objectives extended?

YES

NO

If yes, which  
objectives were  
extended?

## CSHBC RELATED DOCUMENTS

*Certified Practice & Above Entry Level Practice (SOP-PROF-06)*

*Approved Certification Programs (POL-QA-04)*

*Infection Prevention & Control Guidelines for Audiology (ACPG-08)*

*Supervision (SOP-PRAC-07)*