



Policy Category:	Policy Title:	Policy #:
Registration	RHIP (Conditional) Practicum Requirements	POL-R-02
Regulation   Bylaw Reference:		HPA Reference:
Sections 82, 87		Section 19
Authorization:	Date Approved:	Last Revised:
CSHBC Board	March 19, 2010	December 6, 2023

## PURPOSE

To outline the supervised clinical practicum (the “Practicum”) requirements for those registered under the Registered Hearing Instrument Practitioner (Conditional) (“RHIP (Conditional)”) registration classification.

RHIP (Conditional) registrants understand that they may not practise independently – i.e., without CSHBC-approved supervision of a Full registrant – until all education, practicum, and examination requirements for Full registration have been successfully completed and Full registration as a RHIP has been granted.

## SCOPE

RHIP (Conditional) registrants are required to complete a Practicum under section 82(1)(c) of the CSHBC Bylaws, unless exempted from this requirement pursuant to section 82(4) of the Bylaws.

## POLICY

### 1. *Completion of a minimum of 660 practicum hours to be completed on a graduated progression from CONSTANT to CLOSE to GENERAL supervision.*

RHIP (Conditional) registrants must complete a minimum of 660 supervised hours during their Practicum. Practicum hours may commence only once the application has been approved. See the *Supervision* standard of practice (SOP-PRAC-07) for definitions of the different categories of supervision<sup>1</sup>. The supervisor may extend the number of hours required at any level of supervision.

#### a. *CONSTANT Supervision*

**During the initial 330 practicum hours**, a RHIP (Conditional) registrant must practise under CONSTANT supervision, which means supervision where the RHIP (Conditional) registrant must not engage in clinical activities unless the supervisor is in physical attendance. The supervisor must co-sign reports, audiograms, and verification measures.

#### b. *CLOSE Supervision*

<sup>1</sup> In the case of any discrepancies in the application of these definitions between this policy and the Supervision standard, the latter will prevail.

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**During the next 230 practicum hours**, a RHIP (Conditional) registrant must practise under at least CLOSE supervision with a supervisor working within the same facility. This means that the supervisor must be in sufficiently close proximity to the RHIP (Conditional) registrant such that the supervisor may attend in person at the request of either the RHIP (Conditional) registrant or the supervisor. The supervisor monitors the actions performed by the RHIP (Conditional) registrant, co-signs written reports, audiograms, and verification measures. The supervisor must also be available for case discussions and will review case files at least weekly.

### **c. GENERAL Supervision**

**During the final 100 practicum hours**, a RHIP (Conditional) registrant must practice under at least GENERAL supervision; that is, the supervisor must be accessible to the RHIP (Conditional) registrant but does not need to attend in person. General supervision is synonymous with remote supervision. Accessibility may be by telephone, email, or virtual meeting. The supervisor must also be available for case discussions and will review case files at least weekly.

## **2. Exemption from Practicum Requirement**

Section 82(4) of the Bylaws provides that if an individual has not completed the Practicum they may be exempted from this requirement if the Registration Committee is satisfied that their knowledge, skills and abilities are substantially equivalent to the standards of academic or technical achievement as one would gain during the Practicum.

If an applicant or RHIP (Conditional) Registrant believes they may meet the threshold to be exempted from the RHIP (Conditional) Practicum, they may apply to the Registration Committee for such consideration. In doing so, they should provide tangible evidence of clinical experience they have completed which is similar to that which would be gained in the practicum.

RHIP(Conditional) registrants who are also recent graduates of an audiology program that has been found by the Registration Committee to meet the requirements prescribed at Schedule E of the Bylaws are automatically considered for this exemption.

If exempted from the Practicum, RHIP(Conditional) registrants must still work under general supervision until they have successfully completed the required entry-to-practice examinations.

## **3. RHIP (Conditional) Supervisors**

A RHIP (Conditional) registrant must make their own arrangements to secure a supervisor, and own or have access to the minimum equipment for the practice of the profession as required by the Registration Committee.

To qualify as a RHIP (Conditional) registrant supervisor, the individual must meet the criteria of "General qualifications for all supervisors" as set out in the Supervision standard of practice (CSHBC-SOP-PRAC-07). They must be a Full RHIP registrant with the College, and in active practice for a minimum of 2 years. The supervisor must be free from any actual or apparent conflict of interest that may affect the registrant's supervisory oversight of the RHIP (Conditional) registrant. This means that, *inter alia*, family members, friends, and employees are precluded from becoming a RHIP (Conditional) registrant's supervisor.

A RHIP (Conditional) registrant supervisor must provide a training setting that allows for practical experience with the relevant client population. RHIP (Conditional) registrants and their supervisors must be located at the same place of business, with the exception noted under GENERAL supervision. See *Supervision* (SOP-PRAC-07) for definitions of the different categories of supervision.

**IMPORTANT: A RHIP (Conditional) registrants must inform the Registrar in advance of any proposed change in supervisor or work location during the practicum period.**

#### **4. RHIP (Conditional) Practicum Supervision Plans for Remote Locations -- Graduates of a Recognized Diploma Program<sup>2</sup>**

RHIP (Conditional) registrants who have completed their practicum requirements and are accepted to take the next scheduled registration examinations (i.e., where they have submitted a completed and signed *Summary of Clinical Practice Hours (HIP Program) (AF-17)* – see *the registration guideline Supervised RHIP (Conditional) Practicum (GDL-R-02)* may also be employed in off-site/remote locations under GENERAL supervision. An off-site/remote location is based on geography and service needs, and not on corporate and/or human resource needs.

Written practicum supervision plans must be developed and co-signed by the RHIP (Conditional) registrant and their practicum supervisor and submitted to the Registrar prior to the start of the RHIP (Conditional) registrant's change of workplace. The supervision plan must include an assessment of the RHIP (Conditional) registrant's strengths and weaknesses as they pertain to hearing aid dispensing and identify a competency development plan to address any weaknesses. In addition, a RHIP (Conditional) registrant's competency to take earmold impressions must be established by the supervisor before off-site supervision will be approved. To this end, the RHIP (Conditional) registrant must have satisfactorily performed a minimum of 25 impressions. The RHIP (Conditional) registrant practicum supervision plan must also include:

- A statement describing the RHIP (Conditional) registrant's relevant work history;
- The location where the RHIP (Conditional) registrant will be working;
- The practicum supervision plan for remotely monitoring the activities of the RHIP (Conditional) registrant (e.g., minimum monthly site visits, teleconferences, videoconferences, method for reviewing reports, and audiograms) and complete co-signing requirements;
- RHIP (Conditional) registrant's supervisors are required to review and co-sign written reports, audiograms, and verification measures at least weekly.

#### **5. RHIP (Conditional) Practicum Supervision Plans for Remote Locations**

Applicants who meet the education requirements under section 82(1)(a) or 82(3) of the College Bylaws and have at least 5 years dispensing experience from another jurisdiction, may be employed in off-site/remote locations during the fulfillment of practicum requirements under a supervision plan approved by the Registrar.

An off-site/remote location is based on geography and service needs, and not on corporate/human resource needs. Submission and approval of the written supervision plan must take place prior the applicant's employment start date and must include the following:

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<sup>2</sup> See Policy *Approved Academic Programs* (POL-R-01)

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- A statement describing the relevant work history of the applicant/registrant;
  - The location where the applicant/registrant will be working;
  - The primary Location of the supervisor;
  - The supervision plan for monitoring the activities of the applicant/registrant (e.g., minimum monthly site visits, teleconferences, videoconferences, method for reviewing reports and audiograms) and complete co-signing requirements;

Subject to approval by the Registrar, supervisors are not required to co-sign written reports, audiograms, and verification measurements.

## CSHBC RELATED DOCUMENTS

*RHIP (Conditional) Examination Requirements (POL-R-04)*

*Proposed RHIP (Conditional) Practicum Supervisor (FORM 8)*

*Supervised RHIP (Conditional) Practicum (GDL-R-02)*

*Summary of Clinical Practice Hours (HIP Program) (AF-17)*

*Supervision (SOP-PRAC-07)*