PERSONAL FOLDER

Students are required to have the following records in their personal folder, located in Dauer Hall. Your application for ASHA will not be approved unless this folder is continuously and accurately maintained.

PLEASE NOTE: YOUR FOLDER MUST CONTAIN ALL ITEMS MARKED BY AN ASTERISK BEFORE YOU WILL BE ASSIGNED TO PRACTICUM SITES. NO EXCEPTIONS WILL BE PERMITTED.

ASHA Certification Requirement Records:

1) Log of Observation Hours
2) Record of Clock Hours from Other Universities *
3) Proof of liability insurance
4) Immunization record *
5) Background Check *(complete background check with www.precheck.com)
6) HIPAA Training Certificate *
7) Health Screening Form*
8) Proof of Health Insurance*
9) Record of CPR training
10) Clock Hours from each practicum completed
11) KASA Form
12) Evaluation of Clinical Skills in SLP from each supervisor for each practicum experience
13) Shands Compliance Document (signed)