

# Frequently Asked Questions



## Licensure

### How do I apply with the Ohio Board of Speech-Language Pathology and Audiology?

Visit the following page at our web site: <http://slpaud.ohio.gov/application2.htm> to obtain instructions, forms and applications.

### I am applying for a conditional license. Do I just need to pay the fee of \$210.00 or will I need to pay the \$200 application fee and the \$210 conditional license application fee??

You will only need to pay the \$210 - this includes your Conditional license fee and full licensure fee at the end of your Supervised Professional Experience (SPE) year. When you are done with your SPE submit your report and log - once approved this will initiate your full licensure that will be good until the end of the renewal cycle. For example those that submit their report and log for the 6/16/08 meeting will receive full licensure till 12/31/08.

*Do not submit another application at the end of your Supervised Professional Experience (SPE).*

### What is the status of my application?

You can find out the status of your application by going to the licensure verification page <https://license.ohio.gov/lookup/default.asp?division=84> and typing in your last name.

If your application is pending without a number it is in process and you will receive a letter and/or email if anything is missing.

If your application is pending with a number it is complete and ready for the licensure review. It will stay PENDING until reviewed and approved for licensure.

*\*Applications must be complete (all items received) seven (7) calendar days before the review date to be processed\* We try to extend this date when possible, but this is the official cut off date.*

### How do I know if my application was approved?

Go to the licensure verification page <https://license.ohio.gov/lookup/default.asp?division=84> and type in your last name.

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If you are assigned a number and it is listed as "**Active**" you know your application was approved. Certificates are mailed shortly thereafter but no later than thirty (30) days.

### When does the Board approve licensure?

Most licensure applications are reviewed the 1st and 15th of the month, or the next business day. If the day falls on a weekend or holiday then approvals are completed on the next business day.

### Do I need a license from the Ohio Board of Speech-Language Pathology and Audiology if I work as a Speech-Language Pathologist or Audiologist in Ohio Schools?

Yes.

Anyone practicing Speech-Language Pathology or Audiology in Ohio must be licensed by the Ohio Board of Speech-Language Pathology and Audiology. The only exemption are those professionals employed by an agency of the federal government.

### When does my license expire?

Conditional licensure expiration is based upon when it was issued. Please refer to your certificate, online verification, or contact the Board office for this date.

Regular / Full licenses expire on December 31st of each even year (i.e. 2008, 2010, 2012, etc.).

## Renewal

### How will I know when it's time to renew my license?

*Regular licenses expire on December 31st of each even year.* The Board mails all licensee's notification of renewal. All licensees are asked to renew online.

To prevent a \$150 late fee, in addition to the \$100 renewal fee, all licenses must renew no later than midnight December 31<sup>st</sup> of each even year (i.e. 2008, 2010, 2012, etc.).

You can update your address online with your username and password (sent out with renewal notices) at: <http://slpaud.ohio.gov/changes.htm> or notify the Board

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in writing by email at [board@slpaud.state.oh.us](mailto:board@slpaud.state.oh.us), fax or letter. Please state your license number, old address, new address and any other changes

It is important, and required, to keep your mailing address and business address current with the Board.

## Continuing Education (CEU)

### How many hours of continuing education is required to renew my license?

Twenty (20) clock hours are required to be completed at the time which you renew. For more information you may also visit <http://slpaud.ohio.gov/contined.htm>

### I heard there were recent rule changes concerning continuing education?

Yes, the board returned to the continuing education dates that coorespond with the licensing period.

**New rule 4753-4-01 (A)** A licensee shall earn twenty continuing education hours (CEU) within the two-year period.

This means **ceu's will begin 1/1/2009.**

Only for THIS renewal where licenses expire 12/31/08 - Licensees will have from the date they renewed in 2006 until expiration of their license on 12/31/08 to obtain the required CEU's.

**Old rule 4753-4-01 (A)** A licensee shall earn twenty continuing education hours within the two-year period immediately preceding the licensee's renewal application.

\*\*Immediately preceding meant to collect ceu's from the time they renew until the next time they renew.

### What happens if I don't renew on time?

Individuals who are not practicing are allowed one (1) year after the expiration date to re-license. A late fee of \$150 is imposed.

Anyone waiting more than one year beyond expiration must re-apply and meet current licensure requirements. Apply for licensure by:

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filling out the application "Expired More than One Year" and submit with forty (40) CEU's within the immediate prior two (2) years, along with \$200 fee.

No one may practice without valid licensure.

### Hearing Screenings

#### Can a Speech-Language Pathologist conduct hearing screenings?

Yes, if trained in this area.

The screening results are limited to a pass/fail determination. More information is available at <http://slpaud.ohio.gov/pdfs/RC4753.pdf> under the "screening" bookmark found on the left side of the page.

### The Law

#### Where can I go to get answers about the law and rules for my profession?

You can view or print a current copy of Chapter 4753 of the Ohio Revised Code and of the Ohio Administrative Code at <http://slpaud.ohio.gov/pdfs/RC4753.pdf>.

You can click the "bookmark" tab on the left side of the page. To help find sections click on the named section you desire. The screen view will jump to the selected section. You may also use the "find" button on Adobe at the top of the page to find a particular word occurring anywhere in the law or rules. Board staff are also available to help you with your questions at any time, by:

email [board@slpaud.ohio.gov](mailto:board@slpaud.ohio.gov)

phone (614) 466-3145.