



Alberta College of
Speech-Language Pathologists
and Audiologists

Completing the 2024 Continuing Competence Program – What Members Need to Know

Helpline for
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November 7, 2024

Agenda

1. Last year's CCP audit statistics
2. Member feedback on the CCP → changes to the 2024 CCP
3. How to complete the CCP
4. Tips for success
5. Available resources

Last year's CCP Statistics

	SLP	AUD	TOTAL
Submissions audited	389	56	445
% of total members audited	27 %	28 %	27 %
Submissions referred to Interview	80	13	93
Referral rate (audit to interview)	21 %	23 %	21 %
Referral rate (interview to record review)	0%	0%	0%

2024 Registered Member Survey



Registered Members Engagement Research

What Registrants Told Us:

Concerns With Annual Renewal Process



Of those who found the Continuing Competence Program difficult, **74%** found it too time-consuming (n=103)

What Registrants Told Us:

Nature of Renewal Concerns

	Continuing Competence Program
	n =103
It was too time-consuming	74%
It required too much effort	35%
It was confusing/I was unsure about how to complete this step	33%
I don't think this step should be required as part of ACSLPA's renewal process	16%
I had technical difficulties	9%
I have another concern about this step. Please specify:	22%

Changes to the 2024 CCP

- Conceptual foundations & format of the CCP have not changed
 - Report on CCP activities: Continuing Education Report, Peer Dialogue Reflection, Risks & Supports Profile
 - Participate in audit, interview, and practice assessment stages as required

Changes to the 2024 CCP

- Changes to formatting and structure of forms
 - Improved readability and ease of completion
 - Wording of prompts → increased clarity on what information to provide/ how to respond/ what we're looking for
 - No longer competency area based → reflections no longer have to be based around competency areas that were impacted (e.g., scholar, professional, etc.)
 - Rubric and example submissions changed to reflect changes to forms/questions

Changes to the 2024 CCP

- Opt-out option for Peer Dialogue Reflection **removed**
 - Individuals can contact ACSLPA if accommodations regarding completion of any part of CCP is required.

Regulated members with a diagnosis of a disability, or those experiencing extenuating circumstances (e.g., serious illness of self or immediate family member, illness or death of a family member, or sudden and unexpected changes to one's personal circumstance) may request accommodation with respect to completion of any part of the CCP

Timeline

- Renewal opens November 1st and closes on December 31st
- January 2025 – ACSLPA follows up with late renewals, preps for audit
- Audits will begin in February 2025
 - Unavoidable feature of the system → audits and follow up (e.g., interview) will take place some time after regulated member reflections are completed



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How to Complete the 2024 CCP

How to Complete the 2024 CCP:

1. Continuing Education Report

Progress indicator: 1 (Profile update) | 2 (2024 - Continuing Competence Program) | 3 (2025 - Renewal)

Navigation tabs: Continuing Education Report | Peer Dialogue Reflection | Risks and Supports Profile

Introduction to Members

Participating in ongoing education and professional development is an important component in maintaining and enhancing your competence to practice.

The CCP reflections require detailed descriptions of how you have applied, or how you will apply, what you learned from these activities in your professional practice. Avoid reflections that talk about what your colleagues/peers/students/supervisees learned or changed over the course of your completion of the CCP activities, because this does not indicate to your reviewer that your competence was impacted. Please ensure that no identifying information is included in your reflections that could identify yourself, your clients, or colleagues.

If you need to request an accommodation for CCP for this practice year due to extenuating circumstances (e.g., serious illness of self or immediate family member, death of a family member, or unexpected changes to one's personal circumstance), please contact ACSLPA at ccp@acslpa.ca with your accommodation request; we will respond within five business days.

Please report on the continuing education you completed since your last practice permit renewal.

*** 1a. Please identify a continuing education activity on which you would like to reflect.**
Note: Choose a continuing education activity you participated in over the past year. Once selected, questions will appear for you to reflect on.

-

*** 1b. Please identify a second continuing education activity on which you would like to reflect.**
Note: Choose another continuing education activity you participated in over the past year. Once selected, questions will appear for you to reflect on.

-

Please see the 'Sample Forms and Examples Submissions' on [ACSLPA's CCP webpage](#) for the scoring rubric for this CCP activity

Navigation: < Peer Dialogue Reflection >

Buttons: Next | Save for later

How to Complete the 2024 CCP:

1. Continuing Education Report

From the drop-down, select two activities you engaged in this year to support your practice. Then provide information for the activities you selected and describe how you applied, or will apply, what you learned from the identified activities in your professional practice.

* 1a. Please identify a continuing education activity on which you would like to reflect.

Note: Choose a continuing education activity you participated in over the past year. Once selected, questions will appear for you to reflect on.

Any mandatory college-directed activities required this year (e.g., jurisprudence education modules) ▾ →

* Approximate date started:

* Approximate date ended:

* Title of activity (e.g., name of article, presentation or committee)

Details about the activity done (optional)

* How have you applied, or how will you apply, what you learned from this activity in your professional practice? **Be specific about any changes in your own knowledge, skills, attitudes, or judgment.**

-
- Any mandatory college-directed activities required this year (e.g., jurisprudence education modules)
- Attendance at education events (e.g., conferences, presentations, workshops, webinars, seminars)
- Self-Study (e.g., completion of literature searches and reviews on topics of interest)
- Supervision and mentorship to colleagues and/or students
- Publication in a peer-reviewed journal
- Participation in a study or interest group
- Professional committee work (e.g., ACSLPA, SAC, or workplace committee or task force)
- Coursework (online or in-person) related to profession (e.g., university or college courses)
- Teaching (online or in-person) of coursework related to profession (e.g., university or college courses)
- Provision of presentations, in-services, and/or education (e.g., to students, the public, other professionals, or caregivers)
- Attendance at presentation by manufacturer or developer (e.g., for hearing testing equipment, or new speech or language assessment tools)
- Other (i.e. category not listed above)

Please see the 'Sample Forms and Examples Submissions' on [ACSLPA's CCP webpage](#) for the scoring rubric for this CCP activity

< Peer Dialogue Reflection >

Next Save for later

How to Complete the 2024 CCP:

1. Continuing Education Report

Sample answer 1:

* 1a. Please identify a continuing education activity on which you would like to reflect.
Note: Choose a continuing education activity you participated in over the past year. Once selected, questions will appear for you to reflect on.

Any mandatory college-directed activities required this year (e.g., jurisprudence education modules) ▾

* Approximate date started: 2024-03-14

* Approximate date ended: 2024-03-15

* Title of activity (e.g., name of article, presentation or committee): ACSLPA Jurisprudence Module

Details about the activity done (optional): Max 1000 characters

* How have you applied, or how will you apply, what you learned from this activity in your professional practice? **Be specific about any changes in your own knowledge, skills, attitudes, or judgment.**

As a clinician who completed my schooling in another province, the jurisprudence education modules were vital in helping me to understand and develop a strong basis for the procedures and policies here in Alberta. Though much of the content in the course overlapped with that of my prior knowledge, now having a more concrete understanding of the legislations and acts important to Audiologists in this province, as well as the tools and references to refer to during my practice is invaluable.

Sample answer 2:

* 1a. Please identify a continuing education activity on which you would like to reflect.
Note: Choose a continuing education activity you participated in over the past year. Once selected, questions will appear for you to reflect on.

Attendance at education events (e.g., conferences, presentations, workshops, webinars, seminars) ▾

* Approximate date started: 2024-06-12

* Approximate date ended: 2024-06-13

* Title of activity (e.g., name of article, presentation or committee): ASHA webinar: Building a Culturally Inclusive & Gender Affirming Space

Details about the activity done (optional): Presenters Chai, O; Brown Sampayo, R; & Lord Williams, Z.

* How have you applied, or how will you apply, what you learned from this activity in your professional practice? **Be specific about any changes in your own knowledge, skills, attitudes, or judgment.**

The ASHA webinar: Building a Culturally Inclusive & Gender Affirming Space taught me to communicate differently with my clients in the following ways:

- use gender neutral language (and how to deal with mistakes that happen)
- create a more gender-neutral intake/history based on examples given by the presenters
- model gender neutral language to my clients and colleagues.

How to Complete the 2024 CCP:

1. Continuing Education Report

From the drop-down, select two activities you engaged in this year to support your practice. Then provide information for the activities you selected and describe how you applied, or will apply, what you learned from the identified activities in your professional practice.

* 1a. Please identify a continuing education activity on which you would like to reflect.

Note: Choose a continuing education activity you participated in over the past year. Once selected, questions will appear for you to reflect on.

Attendance at education events (e.g., conferences, presentations, workshops, webinars, seminars) ▾



* Approximate date started:

2024-06-12

* Approximate date ended:

2024-06-13

* Title of activity (e.g., name of article, presentation or committee)

ASHA webinar: Building a Culturally Inclusive & Gender Affirming Space

Details about the activity done (optional)

Presenters Chai, O; Brown Sampayo, R; & Lord Williams, Z.

* How have you applied, or how will you apply, what you learned from this activity in your professional practice? Be specific about any changes in your own knowledge, skills, attitudes, or judgment.

The ASHA webinar: Building a Culturally Inclusive & Gender Affirming Space taught me to communicate differently with my clients in the following ways:

- use gender neutral language (and how to deal with mistakes that happen)
- create a more gender-neutral intake/history based on examples given by the presenters
- model gender neutral language to my clients and colleagues.

Any mandatory college-directed activities required this year (e.g., jurisprudence education modules)

Attendance at education events (e.g., conferences, presentations, workshops, webinars, seminars)

Self-Study (e.g., completion of literature searches and reviews on topics of interest)

Supervision and mentorship to colleagues and/or students

Publication in a peer-reviewed journal

Participation in a study or interest group

Professional committee work (e.g., ACSLPA, SAC, or workplace committee or task force)

Coursework (online or in-person) related to profession (e.g., university or college courses)

Teaching (online or in-person) of coursework related to profession (e.g., university or college courses)

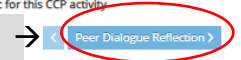
Provision of presentations, in-services, and/or education (e.g., to students, the public, other professionals, or caregivers)

Attendance at presentation by manufacturer or developer (e.g., for hearing testing equipment, or new speech or language assessment tools)

Other (i.e. category not listed above)

Please see the 'Sample Forms and Examples Submissions' on ACSLPA's CCP webpage for the scoring rubric for this CCP activity.

Note: After answering the form, click on the button on the lower right side of the page to move to the 'Peer Dialogue Reflection' tab



Next Save for later

How to Complete the 2024 CCP:

2. Peer Dialogue Reflection

- Describe a situation you discussed with your peer, mentor, or supervisor.
- Provide information about your peer, why chose them, give the approximate date of the peer dialogue.
- Describe how the dialogue impacted your practice.

Continuing Education Report | **Peer Dialogue Reflection** | Risks and Supports Profile


Introduction to Members

Dialogue with a peer (or a mentor or supervisor) has been shown to enhance and support professional competence. Reflect on a conversation you've had with a peer, mentor, or supervisor regarding a clinical or professional situation or event where you obtained feedback and/or support that was relevant and impactful to your competence to practice. The situation or event you discussed might have been retrospective (about a situation you've already handled) or prospective (based on something you anticipated would or could happen and you wanted to be prepared). Your peer does not have to be from the same profession and the conversation does not have to be formal or planned, only relevant to your practice/case.

If you need to request an accommodation for CCP for this practice year due to extenuating circumstances (e.g., serious illness of self or immediate family member, death of a family member, or unexpected changes to one's personal circumstance), please contact ACSLPA at ccp@acslpa.ca with your accommodation request; we will respond within five business days.

* 1. Describe the situation you discussed with your peer. Provide enough detail to give a clear understanding of the situation but please ensure to maintain confidentiality.

Max 1000 characters

* 2. Tell us about your peer. 


Mentor

Supervisor

Audiologist Colleague

SLP Colleague


Non-SLP or Non-Audiologist Colleague

* 3. Explain why you chose this peer. 

Max 1000 characters

* 4. Approximate date of peer dialogue:

2000-01-01

* 5. How have you applied, or will you apply, what you learned from this dialogue in your professional practice? Be specific about how your own knowledge, skills, attitudes, judgment, and/or practice have changed or will change. 

Max 1000 characters

Please see the 'Sample Forms and Examples Submissions' on [ACSLPA's CCP webpage](#) for the scoring rubric for this CCP activity

< Continuing Education Report | Risks and Supports Profile >

Next | Save for later

How to Complete the 2024 CCP:

2. Peer Dialogue Reflection

Sample answer 1:

* 1. Describe the situation you discussed with your peer. Provide enough detail to give a clear understanding of the situation but please ensure to maintain confidentiality.

I had recently taken on four new clients who stutter, ranging from age 4 to 16. After assessing these clients, identifying their goals, and brushing up on my knowledge of the different treatment approaches available, I developed a proposed treatment plan for each. However, before proceeding with these plans, I wanted input from a colleague who has more expertise than I do in treating fluency disorders.

* 2. Tell us about your peer.

- Mentor
- Supervisor
- Audiologist Colleague
- SLP Colleague
- Non-SLP or Non-Audiologist Colleague

* 3. Explain why you chose this peer.

She is practicing the profession for over 6 years and has more experience in treating fluency disorders.

* 4. Approximate date of peer dialogue:

2024-08-08

* 5. How have you applied, or will you apply, what you learned from this dialogue in your professional practice? Be specific about how your own knowledge, skills, attitudes, judgment, and/or practice have changed or will change.

The discussion shifted the way that I approach treatment planning for fluency clients. I learned how the treatment approaches and hierarchies presented in the literature need not be rigidly adhered to, and that elements from different approaches can be blended to create personalized treatment plans that are more client/family-centered and more efficient in targeting the client's specific goals. Through this discussion, I was also introduced to training modules and a fluency community of practice that I plan to get involved with in the new year, which will further build my competencies in this area.

Sample answer 2:

* 1. Describe the situation you discussed with your peer. Provide enough detail to give a clear understanding of the situation but please ensure to maintain confidentiality.

My supervisor informed me that in Alberta, there needs to be a bilateral hearing loss for a patient to be a candidate for a cochlear implant and that the word discrimination score must be less than 40% in the better ear. This was very helpful as I was not aware of this limitation. As such, she recommended trying a Bi-CROS hearing aid system with a patient who has unilateral profound hearing loss, to see if they perceive any benefit. She also advised me that the patient may NOT find benefit in the Bi-CROS system, as they may find that this type of hearing aid generates too much noise.

* 2. Tell us about your peer.

- Mentor
- Supervisor
- Audiologist Colleague
- SLP Colleague
- Non-SLP or Non-Audiologist Colleague

* 3. Explain why you chose this peer.

She has been working as an Audiologist for over 10 years in Alberta and she is my current supervisor.

* 4. Approximate date of peer dialogue:

2024-08-08

* 5. How have you applied, or will you apply, what you learned from this dialogue in your professional practice? Be specific about how your own knowledge, skills, attitudes, judgment, and/or practice have changed or will change.

The discussion with my peer focused on building a therapeutic relationship through positive interactions. We discussed the importance of active listening for establishing trust and rapport. The conversation also emphasized the importance of collaborating with patients and families to ensure plans for future management or intervention are client centered. Active listening and careful consideration of input empowers patients and families to be involved in decision-making. Conscious communication also ensures the approach to care focuses on the areas that are significant to the client and their family. By doing so, we ensure the patient is receiving necessary supports to participate fully in the activities that are meaningful for them. Following our conversation, I have been tailoring my counselling to make the information more meaningful to families.

How to Complete the 2024 CCP:

2. Peer Dialogue Reflection

- Describe a situation you discussed with your peer, mentor, or supervisor.
- Provide information about your peer, why chose them, give the approximate date of the peer dialogue.
- Describe how the dialogue impacted your practice.

Continuing Education Report Peer Dialogue Reflection Risks and Supports Profile

Introduction to Members

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* 1. Describe the situation you discussed with your peer. Provide enough detail to give a clear understanding of the situation but please ensure to maintain confidentiality.

Max 1000 characters

* 2. Tell us about your peer.

Mentor
 Supervisor
 Audiologist Colleague
 SLP Colleague
 Non-SLP or Non-Audiologist Colleague

* 3. Explain why you chose this peer.

Max 1000 characters

* 4. Approximate date of peer dialogue:

2000-01-01

* 5. How have you applied, or will you apply, what you learned from this dialogue in your professional practice? Be specific about how your own knowledge, skills, attitudes, judgment, and/or practice have changed or will change.

Max 1000 characters

Please see the 'Sample Forms and Examples Submissions' on [ACSLPA's CCP webpage](#) for the scoring rubric for this CCP activity

Report Risks and Supports Profile >

Next Save for later

Note: After answering the form, click on the button on the lower right side of the page to move to the 'Risk and Supports Profile' tab.

How to Complete the 2024 CCP:

3. Risks and Supports Profile

1. Select your primary scope of practice, primary practice setting and client age range.

2. Click on one or more supports that apply to your practice.

Continuing Education Report | Peer Dialogue Reflection | Risks and Supports Profile

Introduction to Members

By being aware of both the risks to your competence and the factors that can promote or maintain your professional competence, you can be proactive in ensuring your competence throughout your career.

If you need to request an accommodation for CCP for this practice year due to extenuating circumstances (e.g., serious illness of self or immediate family member, death of a family member, or unexpected changes to one's personal circumstance), please contact ACSLPA at ccp@acslpa.ca with your accommodation request; we will respond within five business days.

1. Provide a brief summary of your practice scope and setting

* Primary Scope of Practice * Primary practice setting * Client age range

- - -

2. Please select the supports that apply to your practice.

Assessment and feedback

Use of professional practice competency specific tools to measure specific competencies to provide information for professional and clinical practice growth and development, e.g., self-reported or peer or supervisor feedback on specific competencies using checklists, observation forms, etc.

Clinical exposure/experience

Knowledge in a specific clinical area as a consequence of opportunity, e.g., regular clinical exposure/experience with special populations on caseload (e.g., autism spectrum disorder, aphasia, or pediatric diagnostic hearing assessment clients).

Note: This is not the entire Risks and Support Profile form, login to see the form in its entirety.

How to Complete the 2024 CCP:

3. Risks and Supports Profile

Sample answer 1:

Professional isolation

Lack of opportunity for regular interactions with colleagues and peers (i.e., consultation, collaboration, giving and receiving feedback and support, mentorship, etc.), e.g., professional isolation or lack of professional network due to solo practice, geographic location, and/or other practice features.

* Describe how this risk adversely impacts, or could adversely impact, your professional practice and/or service provision?

Providing audiology services through private clinics comes with its own sets of challenges. Apart from providing high quality audiology services, as a clinic owner, I must focus on several aspects of clinic functioning. From being an audiologist to business manager to looking after business finances, I spend a significant amount of time travelling. This fulltime engagement in day-to-day practice sometimes leads to professional isolation.

* Please identify at least one support you have in place, or you could put in place to mitigate this risk.

I am aiming to prioritize professional development and networking with peers to mitigate this potential risk.

Sample answer 2:

3. Please select the risks that apply to your practice.
Note: Check the box next to at least one risk that applies to your practice currently. Once checked, two text boxes will appear for you to reflect on that risk.

Adequacy of practice prep

Inadequate preparation from previous education program, e.g., no/little coursework in specialized clinical area (e.g., pediatric feeding and swallowing, cochlear implant assessment and management).

* Describe how this risk adversely impacts, or could adversely impact, your professional practice and/or service provision?

This year I moved from a clinical role into an administrative role as a manager, and my previous SLP training did not adequately prepare me for the non-clinical aspects of this job. As SLPs, we are trained in clinical skills, and get little/no training to prepare for more managerial or supervisory roles. As such, I had no preparation in areas like leadership, communications, policy, technical writing, collaborator engagement, etc. I am still learning these skills on the job, and this affects how independently I am able to work, how quickly work gets done, and how confident I feel with the work I complete. I am also somewhat removed from 'on the ground' clinical practice. Therefore, I am at arm's length from the actual practice issues affecting clinicians and clients. This can probably have a detrimental impact on the policies, procedures, standards, and practices I am responsible for developing, as they may not be fully informed by current practice experience. This may impact how well

* Please identify at least one support you have in place, or you could put in place to mitigate this risk.

Being able to complete continuing education in areas where I feel I still have a lot of catching up to do, e.g., policy development, leadership has improved my work efficiency.

How to Complete the 2024 CCP:

3. Risks and Supports Profile

3. Select one or more risks that apply to your practice, and then describe how this risk impacts or could impact your practice and identify at least one support you have in place or could put in place to mitigate this risk

Note: This is not the entire Risks and Support Profile form, login to see the form in its entirety.

3. Please select the risks that apply to your practice.

Note: Check the box next to at least one risk that applies to your practice currently. Once checked, two text boxes will appear for you to reflect on that risk.

Adequacy of practice prep

Inadequate preparation from previous education program, e.g., no/little coursework in specialized clinical area (e.g., pediatric feeding and swallowing, cochlear implant assessment and management).

* Describe how this risk adversely impacts, or could adversely impact, your professional practice and/or service provision?

Max 1000 characters

* Please identify at least one support you have in place, or you could put in place to mitigate this risk.

Max 1000 characters

Caseload/Workload volume

The risks to competence associated with high caseload or workload volumes (inclusive of service provision, administrative tasks, and all other tasks associated with SLP or Audiologist role), e.g., constraints on performance due to decreased time for engagement in evidence-informed care, continuing education, and/or collaborative service delivery; or constraints on the intensity or mode of service delivery which affect client ability to progress during treatment.

Please see the 'Sample Forms and Examples Submissions' on [ACSLPA's CCP webpage](#) for the scoring rubric for this CCP activity

< Peer Dialogue Reflection >

Click 'Next' to save your CPP entries →

Next

Save for later

Tips for Success

- Pick continuing education activities and peer dialogues that resulted in changes to your practice
 - Helps your reviewer infer that your practice was positively impacted by the activity
- Be specific
 - Explain how your practice was improved – give examples of clinical and professional skills, practice areas, client groups, etc.
- Describe changes to **your** practice
- Provide sufficient information to your auditor
 - They are most likely not familiar with your context – avoid acronyms, provide short description of site-specific contextual features to aid understanding

Resources for Members

- <https://www.acslpa.ca/members/continuing-competence-program/>
 - Rubric
 - Example submissions
 - FAQs
- ACSLPA Staff
 - For questions about the general process, content, and IT difficulties
 - Contact us via the ACSLPA website
 - Phone
 - ccp@acslpa.ca