



## ORGL 230: Basic Clinical Procedures Laboratory

Medical Audiology Sciences Program  
FHS-FM Division of Health Professions  
American University of Beirut

### Course Syllabus – Spring 2020

#### COURSE INSTRUCTOR:

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#### CLINIC EDUCATORS (CEs):

<b>Names:</b>	Kim Abouchacra, PhD, CCC-A, FAAA	Maya Lababidi, B.S.
	Malek Abu Safieh, AuD, CCC-A, FAAA	AUBMC-NHS Staff
	Jaime Westbrook, AuD, CCC-A, FAAA	

#### COURSE INFORMATION:

**Day / Time:** Tuesday, 11:00 a.m. – 2:00 p.m. (Common Session)  
As assigned (Theme & ABR Sessions)  
As assigned (Clinic Sessions)

**Place:** MAS Laboratory (Common, Theme & ABR Sessions)  
ACC Audiology Center (Clinic Sessions)

**Level/Credits:** Undergraduate / 5 semester hours

**Prerequisites:** ORLG 220

**Moodle Site:** *ORGL 230 – Basic Clinical Procedures Laboratory*

#### COURSE DESCRIPTION:

This course provides students with 150+ hours of supervised learning activities (direct patient care, indirect patient care and professional lectures). Students will perform and interpret basic behavioral and electrophysiological tests in a clinical setting, and write clinical reports summarizing test findings. Weekly class meetings and laboratories will be held to help the student master clinical techniques and develop decision-making skills. Management of unique populations will be introduced (tinnitus, hyperacusis, malingering, and ototoxicity). **N.B: Passing grade for this course is 70%.**

#### REQUIRED COURSE MATERIALS:

Reading materials will be assigned throughout the semester. Readings will either be accessible online (via the **ORGL 230 Moodle Site**) or distributed at the Common Session. Students must buy a license for the *AudSimFlex 0.95a* software (\$19.95).

#### COURSE FORMAT:

ORGL 230 is the second of four practicum courses you will take as part of the MAS Program. By the end of the course, each student must complete a **minimum of 150 hours under supervision**. To be able to complete these hours, students must participate in mandatory sessions each week at the AUBMC Audiology Center or the MAS Laboratory. Specifically, the weekly **Common Session** is attended by all students on **Wednesdays, 1:00 – 4:00 p.m.** The mandatory **Theme Session, ABR Session** and **Clinic Sessions** will include groups of 2-4 students; your schedule for these sessions will be provided throughout the semester.

## STUDENT LEARNING OBJECTIVES/OUTCOMES:

1. Follows AUBMC's policies and procedures (e.g., Fire Safety, HIPPA, Patient Confidentiality, Infection Control, and AUBMC Audiology Center's guidelines, universal precautions for controlling infectious diseases in routine patient care).
2. Demonstrates ability to use various audiologic test equipment for hearing assessment (puretone audiometry, speech audiometry, immittance, otoacoustic emissions, and newborn screening procedures).
3. Demonstrates ability to administer various test procedures in a timely manner with good reliability in a clinical setting.
4. Demonstrates competency in clinical masking.
5. Demonstrates emerging skills through laboratory activities (e.g., auditory brainstem response testing, counselling, earmold impression taking).
6. Demonstrates maturity when interacting with supervisors, co-clinicians, staff members, patients and families.
7. Accurately interprets test results; communicates results orally and in written reports.
8. Completes clinical practicum requirements as scheduled, and maintains a correct record of training activities (logbook, summary sheets, portfolio).
9. Understands core concepts and theory behind clinical test procedures.
10. Able to provide informational counseling to the patient about basic audiometric test results.
11. Demonstrates a basic understanding about unique populations (hyperacusis, malingering, ototoxicity, tinnitus) and site-of-lesion tests, such as SISI, TD, MCL, LDL, AI.

## GUIDELINES FOR SUCCESS IN THE COURSE:

The key to being successful in this course is to assure that you are actively participating in clinical activities and fulfilling your practicum training requirements throughout the semester. To do this, be sure to (a) complete all homework and required activities by set due dates, (b) check your logbook to ensure you are completing enough direct hours at the AUBMC Audiology Center each week, (c) familiarize yourself with the clinic policies, procedures and equipment, (d) take initiative and ask questions, and (e) log all training activities with your supervisor's signature after each practicum block.

## ASSESSMENT METHODS AND GRADING CRITERIA:

GRADING METHOD	DESCRIPTION	% OF GRADE	LINKED TO OBJECTIVE
Documentation	Logbook, Cover Page, Excel Summary, Patient Results/Worksheets, Portfolio	5%	8
Attendance & Professionalism	Attendance (Common, Theme, ABR & Clinic Sessions); Professional Attitude and Clinical Image	10%	1, 5, 6
Direct Hours	Direct Patient Contact, mini-FACS, & Hands-On Laboratory Assignments, Midterm & Final Practicum	30%	1, 2, 3, 4, 5, 6, 7, 9, 10
Indirect Hours	Clinical Reports, AudSim, Laboratory Assignments	15%	3, 4, 5, 6, 7, 9
Professional Activities	Readings, Prep Questions, Online Activities & quizzes	5%	1, 6, 8, 9, 11
Summative Assessments	Mid-term & Final Written Exams	35%	2, 3, 4, 5, 6, 7, 9, 10

### Documentation:

The Documentation component of the course is worth **5% of your grade**. Documentation refers to your ability to provide accurate and certified details of all training hours you have completed, through weekly, monthly and end of semester submissions. Please check **Appendix A** for the grading RUBRIC that will be used.

Weekly Submissions: The following documentation is due each **Tuesday, at 11:00 am** (unless otherwise specified).

1. **Clinical Practicum Logbook:** After each Clinic Session, you must record all activities in your logbook. Your Clinical Supervisor (CE) should certify (*i.e.*, stamp and sign) your logbook immediately after each practicum block, but no later than the Monday of each week. A photocopy of the logbook (pages of the specific week) must be submitted.
2. **Weekly Cover Page:** You must accurately document your weekly direct hours according to activity codes and categories.
3. **Patient Results/Worksheets:** A copy of test results/worksheets for each patient that you see in the clinic, must be signed by your CE and submitted in your course binder.

Monthly Submissions: You will turn in corrected and up-to-date documentation three (3) times during the semester for grading, including your: (1) *Clinical Practicum Logbook (corrected)*, and (2) *Excel Summary (cumulative hours)*. You are expected to complete the following number of training hours throughout the semester:

- **Beginning of Week 6:** Documentation should reflect a total of 50+ hours (over Weeks 1-5)
- **Beginning of Week 11:** Documentation should reflect a total of 100+ hours (over Weeks 1 – 10)
- **Final Exams Week:** Documentation should reflect a total of 150+ hours (over Weeks 1 – 15)

End of Semester Submission: You will submit a portfolio of all your training activities during Final Exams Week. Further details about the portfolio will be given during the course.

You will be graded according to the accuracy of your submissions and the number of hours completed. (**NOTE:** *If you do not complete the required number of hours during the semester, you will receive an "incomplete" for the course and will not be able to register for ORLG 240. For further information about documentation, please contact the MAS Program Administrative Coordinator.*)

## **Attendance & Professionalism:**

Student attendance and professionalism is worth **10% of your grade**. Your attendance is mandatory and will be recorded for all assigned blocks. Attendance at the weekly Common Session is important because it gives us an opportunity to introduce clinical procedures and discuss assignments. The Theme and ABR Sessions provide you with various hands-on and simulated activities to help prepare you for the AUBMC Audiology Center. It is essential that you arrive on time because you must complete laboratory activities during assigned session(s). The Clinic Sessions help you to apply concepts that you've learned in MAUD classes and in the laboratory to clinical situations. Students should arrive at least 10 minutes early to their assigned Clinic Session. If you are unable to attend an assigned block (Common, Theme, ABR and/or Clinic Session) because of an emergency, please let your CE know as soon as possible.

**Points will be deducted for tardiness and unexcused absences.** *Excused absences are given for reasons such as illness, death in the immediate family, and personal/family emergency. As per the rules of the university, "Students who miss more than one-fifth of the sessions of any course in the first ten weeks of the semester (five weeks in the case of the summer term) are **dropped from the course** if the faculty member has stated in the syllabus that attendance will be taken."*

Professionalism will be assessed on the following 10 categories:

- Maintains patient confidentiality (*e.g.*, no discussions about patients outside clinical setting, patient identifying information is kept secure at all times).
- Uses proper interpersonal skills with clinic staff & peers.
- Uses proper interpersonal skills with patients & families.
- Demonstrates good work habits (punctual, dependable, *etc.*).
- Accepts constructive criticism.

- Incorporates feedback & implement changes requested by the CE.
- Shows initiative; seek help when appropriate.
- Follows hospital and departmental procedures.
- Maintains a professional affect (professional attitude, dress, appearance, pragmatic skills, etc.).
- Adheres to ASHA Code of Ethics.

### Direct Hours:

You must complete 90+ direct hours during the semester and should master the following skills:

- Calibration
- Case history taking
- Otoscopy
- Pure tone and speech audiometry
- Clinical masking
- Diagnostic OAE
- Immittance testing
- Report writing
- Informational counselling
- ABR Parameters and threshold measurement
- Newborn screening procedures (OAE, AABR)

The Direct Hours component of the course is worth **30% of your grade**, and includes an assessment of your performance during the following activities: (1) AUBMC Clinic Sessions, (2) *Formative Assessment of Clinical Skills (FACS)*, (3) hands-on laboratory assignments, and (4) Mid-term and Final Practicum Exams.

### Indirect Hours

The Indirect Hours component of the course is **worth 15% of your grade**, and is based on your performance on *AudSimFlex 0.95a* assignments, Clinical Reports, and laboratory activities. You must complete 30+ hours of these activities during the semester.

*AudSimFlex 0.95a*, is a software program designed to help students practice puretone audiometry on various simulated patients. You will complete ten (10) AudSim patients throughout the semester. Your grade will be based on the accuracy of your test results.

By the end of the semester, you will need to write eight (8) clinical reports (short and long versions), using the provided *Clinical Report* templates (found at the **ORGL 230 Moodle Site**). The purpose of the Clinical Reports (CRs) is to expose you to basic professional writing skills required for the profession. CRs must include results from the case history, otoscopic evaluation, puretone and speech audiometry assessment, immittance tests, and/or otoacoustic emission testing. **NOTE: Each report must include at least two diagnostic tests completed on a given patient.** CRs will be graded using RUBRICS that are also found at the course website.

### Professional Activities:

The Professional Activities component of the course is worth **5% of your grade**. Professional activities are related to all structured activities designed to expand your knowledge base. Specifically, you will complete online activities, attend professional lectures, and complete directed-reading activities. You must complete 30+ hours of these activities during the semester.

### Summative Assessments:

The Summative Assessment (SA) component of the course is worth **35% of your grade**, and includes a written Mid-term Exam and Final Exam. The Mid-Term Exam is worth 15% of your grade and includes all topics covered during Weeks 1 – 7. The Final Exam is worth 20% of your grade and includes all topics covered during weeks 1 – 14. The exams will include information from the assigned readings, Audiology Online courses, laboratory assignments, as well as clinical application or interpretation activities.

## OTHER IMPORTANT INFORMATION:

### Late Assignments:

All assignments must be completed by the due dates specified to receive full credit, unless the student obtains **explicit permission** from the instructor for a delayed submission. Points will be deducted for late submissions (1 -3 days). A grade of "0" will be given for any assignments submitted later than 3 days.

### Moodle Support:

*Moodle* will be used in this course. Students should check the *Moodle* course site frequently (2-3 times per week) for announcements, module guidelines, readings, resources, and assessment instructions/due dates. Should you have any difficulty with *Moodle*, you can consult the [Moodle for Students](#) and the [Moodle Student Guide](#). Additionally, you can contact AUB's *Moodle* Administrator via email ([moodle@aub.edu.lb](mailto:moodle@aub.edu.lb)) or by telephone at extensions: 3518 / 3588 / 3586. Finally, you may consult the instructor or classmates by posting your *Moodle* questions in the "**News & Housekeeping Forum**", again, which is located in the *Course Resources* section of Module 0.

### Cell Phones:

The use of cell phones is **prohibited in the classroom and clinic**, even when set to vibrate. Cell phones are extremely disruptive to your classmates and to the instructor. Please make a point to turn off your cell phone / pager before entering the laboratory or clinical practicum sites.

### Students with Disabilities:

AUB strives to make learning experiences accessible for all. If you anticipate or experience academic barriers due to a disability (such as ADHD, learning difficulties, mental health conditions, chronic or temporary medical conditions), please do not hesitate to inform the Accessible Education Office. In order to ensure that you receive the support you need and to facilitate a smooth accommodations process, you must register with the Accessible Education Office (AEO) as soon as possible: [accessibility@aub.edu.lb](mailto:accessibility@aub.edu.lb); [+961-1-350000](tel:+961-1-350000), x3246; West Hall, Room 314.

### Student Code of Conduct:

Any dishonesty related to academic work or records constitutes academic misconduct. Academic misconduct is a serious ethical violation and will not be tolerated. Acts such as cheating and plagiarism are viewed as moral and intellectual offenses that are subject to investigation and disciplinary action through appropriate University procedures. **Penalties include failing marks on the assignment in question, suspension or expulsion from University and a permanent mention of the disciplinary action in the student's records.** The AUB Student Code of Conduct can be read at: <https://www.aub.edu.lb/sao/Documents/Student%20Handbook%202016-2017.pdf>.

### Non-Discrimination – Title IX - AUB:

AUB is committed to facilitating a campus free of all forms of discrimination including sex/gender-based harassment prohibited by Title IX. The University's non-discrimination policy applies to, and protects, all students, faculty, and staff. If you think you have experienced discrimination or harassment, including sexual misconduct, we encourage you to tell someone promptly. If you speak to a faculty or staff member about an issue such as harassment, sexual violence, or discrimination, the information will be kept as private as possible, however, faculty and designated staff are required to bring it to the attention of the University's Title IX Coordinator. Faculty can refer you to fully confidential resources, and you can find information and contacts at [www.aub.edu.lb/titleix](http://www.aub.edu.lb/titleix). **To report an incident**, contact the University's Title IX Coordinator Trudi Hodges at 01-350000 ext. 2514, or [titleix@aub.edu.lb](mailto:titleix@aub.edu.lb). An anonymous report may be submitted online via EthicsPoint at [www.aub.ethicspoint.com](http://www.aub.ethicspoint.com).

## COURSE SCHEDULE

	Session	Course Objectives	Hours	Subcategory	Description	Hrs.	Submissions	Readings
WEEK 1 (28 Jan - 3 Feb 2020) Theme: Semester Prep & OAE	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center ( <u><a href="#">Beginning Tuesday, 28 Jan 2020</a></u> )	3	Logbook, Cover Page and Results	Syllabus
	Common	1	P	LECTURE	Syllabus & Course Overview	1	Attendance	
		7	I	CASES	OAE Case Interpretation (1 case)	1	Filled worksheet*	
		1	P	ONLINE	<u><a href="#">AUBMC Infant / Child Abduction Plan</a></u>	1	Moodle Quiz	
	Theme	9	P	READING	HW: Ch 3. Hall & Swanepoel	3	OAE Prep Questions (Ch 3. Hall & Swanepoel)*	Hall, JW III, Swanepoel, DW (2010). "Otoacoustic emissions" in "Objective Assessment of hearing". Plural Publishing, San Diego. pp. 37-58.
	ABR	9	P	ONLINE	<u><a href="#">Interacoustics Academy: Threshold ABR - An Introduction</a></u>	2	N/A	
						11.00	LOG DUE: Tues, 4 Feb 2020, 11 am	
WEEK 2 (4 - 10 Feb 2020) Theme: Calibration & OAE	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Cover Page and Results	Syllabus
	Common	1	P	LECTURE	Biological Calibration (ACC)	1	Attendance	
		1	P	HANDS-ON	AUBMC Calibration Demo ( <u><a href="#">ALL Students must attend</a></u> )	2	Attendance	
	Theme	7	I	CASES	OAE Case Interpretation (2 cases)	3	Filled worksheets*	
	ABR	5	D	ABR	Exercise 1	2	N/A	
						14.00	LOG DUE: Tues, 11 Feb 2020, 11 am	
WEEK 3 (11 - 17 Feb 2020) Theme: Immittance	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Cover Page and Results	Hall, JW III (2015). eHandbook of Auditory Evoked Responses. ASIN: B0145G2FFM
			D	FACS	Mini FACS	0	FACS Questions (if needed)	
	Common	9	P	LECTURE	TEOAE / DPOAE Questions	2	Filled worksheets*	
		7	P	REVIEW	OAE Cases from previous week	1	Attendance	
	Theme	7	I	CASES	Immittance (Gelfand)	2	Cases, Prep Questions*	Gelfand SA (2016). "Acoustic immittance assessment" in "Essentials of Audiology". Thieme Publishing. pp. 182-214
		5	D	HANDS-ON	Immittance (Gelfand)	0.5	Hands-on activity*	
	ABR	9	P	ONLINE	<u><a href="#">LAB: Acoustic Reflex Tutorial</a></u>	0.5	Notes on Answers*	
		9		READING	HW: Hall (Cz v Fz / Ipsi v Contra)		Draft responses to theory questions ( <i>optional</i> )	
	5	D	ABR	Exercises 2 & 3	3	Assignment: Exercises 2 & 3*		
						15.00	LOG DUE: Tues, 18 Feb 2020, 11 am	
WEEK 4 (18 - 24 Feb 2020) Theme: Masking I	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Cover Page and Results	mBook: Ch 2: When masking is needed for air-conduction testing.
			D	FACS	Mini FACS	0	FACS Questions (if needed)	
	Common	5	P	HANDS-ON (KSA)	ABR Exercises 4 & 5	0.5	Attendance	
		9	P	REVIEW (MA)	Masking (Why? When? Min? Max?)	2.5	Attendance	
	Theme	9			READING	HW: <u><a href="#">mBook: Ch 2 - When Masking is Needed for AC Testing</a></u>	N/A	mBook: Ch 3: When to mask for bone-conduction testing.
						HW: <u><a href="#">mBook: Ch 3 - When to Mask for BC Testing</a></u>		
						HW: <u><a href="#">mBook: Ch 4 - Recognize the Need for Masking</a></u>		
		7	I	ONLINE	<u><a href="#">When to Mask</a></u>	1	Notes on Answers*	Book: Ch 4: Recognizing the need for masking.
		4	I	AUDSIM (AS)	Patient Masking A & B	1	AS: Patient A & B*	Hall, JW III (2015).
		7	I	REPORT	CR: 1 (Short & Long)	1	CR: 1*	eHandbook of Auditory Evoked Responses. ASIN: B0145G2FFM
ABR	9		READING	HW: Hall (Mastoid v Earlobe v Nape / Rate)		Draft responses to theory questions ( <i>optional</i> )		
	5	D	ABR	Exercises 4 & 5	3	Assignment: Exercises 4 & 5*		
						15.00	LOG DUE: Tues, 25 Feb 2020, 11 am	

	Session	Course Objectives	Hours	Subcategory	Description	Hrs.	Submissions	Readings
WEEK 5 (25 Feb - 2 Mar 2020) Theme: Masking II	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Excel, Cover page and Results	mBook: Ch 5: Plateau masking for AC testing.
			D	FACS	Mini FACS	0	FACS Questions (if needed)	
	Common	5, 9	P	HANDS-ON (KSA)	ABR Exercises 6 & 7	0.5	Attendance	mBook: Ch 6: Plateau masking for BC testing.
			P	REVIEW (MA)	Yacullo Questions (Part 1)	2.5	Notes on Answers*	
	Theme	9		READING	HW: <a href="#">mBook: Ch 5 - Plateau Masking for AC Testing</a> HW: <a href="#">mBook: Ch 6 - Plateau Masking for BC Testing</a>		N/A	Hall, JW III (2015). eHandbook of Auditory Evoked Responses. ASIN: B0145G2FFM
			D	HANDS-ON	Masking - Occlusion Effect (OE)	1	Assignment: OE*	
			I	AUDSIM (AS)	Patient Masking C & D	1.25	AS: Patient C & D*	
			I	REPORT	CR: 2 (Short & Long)	0.75	CR: 2*	
	ABR	9		READING	HW: Hall (# Sweeps / Filter Settings)		Draft responses to theory questions (optional)	
			D	ABR	Exercises 6 & 7	3	Assignment: Exercises 6 & 7*	
					15.00	LOG DUE: Tues, 3 Mar 2020, 11 am		
WEEK 6 (3 - 9 Mar 2020) Theme: Advanced Otoscopy	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Cover Page and Results	Hall, JW III (2015). eHandbook of Auditory Evoked Responses. ASIN: B0145G2FFM
			D	FACS	Mini FACS	0	FACS Questions (if needed)	
	Common	5, 9	P	HANDS-ON (KSA)	ABR Exercise 8	0.5	Attendance	
			P	REVIEW (MA)	Yacullo Questions (Part 2)	2.5	Notes on Answers*	
	Theme	7, 4, 7	I	ONLINE	Otoscopy-Pathology Slides	1	Study for quiz*	
			I	AUDSIM (AS)	Patient Masking E	1	AS: Patient E*	
			I	REPORT	CR: 3 (Short & Long)	1	CR: 3*	
	ABR	9, 5, 9		READING	HW: Hall (Polarity)		Draft responses to theory questions (optional)	
			D	ABR	Exercise 8	1.5	Assignment: Exercise 8*	
			P	ONLINE	<a href="#">Interacoustics Academy: CE-Chirp Videos</a>	1.5	Prep questions*	
					15.00	LOG DUE: Tues, 10 Mar 2020, 11 am		
WEEK 7 (10 - 16 Mar 2020) Theme: Masking III	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Cover Page and Results	Yacullo WS (1999) Clinical masking in speech audiometry: A simplified approach. Am J Audiol, 8:106-116.
			D	FACS	Mini FACS	0	FACS Questions (if needed)	
	Common	7, 5, 9	P	ONLINE	Otoscopy-Pathology Slides Quiz	0.5	QUIZ: Pathology ID*	
			P	HANDS-ON (KSA)	ABR Exercise 9a	0.5	Attendance	
			P	REVIEW (MA)	Midterm Exam Review	2	Attendance	
	Theme	9, 4, 7	P	READING	HW: Clinical Masking in Speech Audiometry (Yacullo)	1	Prep Questions*	Hall, JW III (2015). eHandbook of Auditory Evoked Responses. ASIN: B0145G2FFM
			I	AUDSIM (AS)	Patient Masking H	1	AS: Patient H*	
			I	REPORT	CR: 4 (Short & Long)	1	CR: 4*	
	ABR	9		READING	HW: Hall/Interacoustics (AC Threshold: Clicks vs CE Chirps)		Draft responses to theory questions (optional)	
			D	ABR	Exercise 9	3	Assignment: Exercises 9*	
					15.00	LOG DUE: Tues, 17 Mar 2020, 11 am		
WEEK 8 (17 - 23 Mar 2020) Theme: Mid-term Exams		1, 2, 3, 4, 6, 7, 8, 9	D	Summative Assessment	MIDTERM: Dx OAE, Complete Audio-Masking, Case Hx, Otoscopy, Immittance, Calibration	4	Logbook, Cover Page and Results	
			I	AUDSIM (AS)	MIDTERM: Random AS	1	AS: Random Selection*	
			I	REPORT	MIDTERM: CR (Short & Long) Student can use template for LR	1	CR: Midterm	
						6.00	LOG DUE: Tues, 24 Mar 2020, 11 am	

	Session	Course Objectives	Hours	Subcategory	Description	Hrs.	Submissions	Readings	
WEEK 9 (24 - 30 Mar 2020)* Theme: Special Tests	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Excel, Cover Page Results & Mid-term	DeRuiter, M, Ramachandran V (2016).	
			D	FACS	Mini FACS	0	FACS Questions (if needed)	Basic Audiometry	
	Common	5, 9	P	HANDS-ON (KSA)	ABR Exercise 9b	0.5	Attendance	Learning Manual, Plural Publishing, San Diego, pp. 155-164.	
			P	LECTURE (SOL)	UCL, AI, SISI, TD, Stenger	2.5	Attendance		
			9	READING	HW: Functional Hearing Loss (BALM: Ch 17: pp 155-164)		N/A	Killion MC, Mueller HG (2010). The Hear J, 63(1):10, 12-14, 16-17.	
	HW: Mueller & Killion (AI)				N/A				
	Theme	2, 5, 7, 9, 11	D	HANDS-ON	Stenger / SISI / TD / UCL / AI	3	Assignment: Special Tests Lab*		
ABR	9	READING	HW: Hall/Interacoustics (BC Threshold: Clicks vs CE Chirps)			Draft responses to theory questions (optional)	Gelfand SA (2016). Essentials of Audiology. Thieme Publishing. pp. 182-214.		
			D	ABR	Exercise 10	3	Assignment: Exercises 10*		
*Holiday - Mar 25, 2020						15.00	LOG DUE: Tues, 31 Mar 2020, 11 am		
WEEK 10 (31 Mar - 6 Apr 2020) Theme: Informational Counseling	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Cover Page and Results	Hall, JW III (2015). eHandbook of Auditory Evoked Responses. ASIN: B0145G2FFM	
			D	FACS	Mini FACS	0	FACS Questions (if needed)		
	Common	5, 9	P	HANDS-ON (KSA)	ABR Exercise 10	0.5	Attendance		
			D	HANDS-ON (MA)	Informational Counseling (IC)	2.5	Attendance		
	Theme	7, 7	D	HANDS-ON	Practice IC & make recording	2	IC Recording		
			I	REPORT	CR: 5 (Short & Long)	1	CR: 5*		
	ABR	9	READING	HW: Hall/Interacoustics (AC Thresholds: 4, 0.5 & 2kHz TB / Chirps)			Draft responses to theory questions (optional)		
D				ABR	Exercise 11	3	N/A		
*Holiday - Mar 25, 2020						15.00	LOG DUE: Tues, 31 Mar 2020, 11 am		
WEEK 11 (7 - 13 Apr 2020)* Theme: Special Populations I	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Cover Page and Results	Hall, JW III (2015). eHandbook of Auditory Evoked Responses. ASIN: B0145G2FFM	
			D	FACS	Mini FACS	0	FACS Questions (if needed)		
	Common	5, 9	P	HANDS-ON (KSA)	ABR Exercise 11	0.5	Attendance		
			I	HANDS-ON (MA)	Critique IC Recordings	2.5	Attendance		
	Theme	9, 11, 4, 7	P	ONLINE	AO 22182: Hyperacusis	1	Prep Questions QUIZ: AO 22182*		
			I	AUDSIM (AS)	Patient Masking J	1	AS: Patient J*		
			I	REPORT	CR: 6 (Short & Long)	1	CR: 6*		
ABR	9	READING	HW: Hall/Interacoustics (AC Thresholds: 4, 0.5 & 2kHz TB / Chirps)			Draft responses to theory questions (optional)			
			D	ABR	Exercise 11	3	Assignment: Exercises 11*		
*Holiday - Apr 10-13, 2020						15.00	LOG DUE: Tues, 14 Apr 2020, 11 am		
WEEK 12 (14 - 20 Apr 2020)* Theme: Earmold Impression I & Special Populations II	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Cover Page and Results	Hall, JW III (2015). eHandbook of Auditory Evoked Responses. ASIN: B0145G2FFM	
			D	FACS	Mini FACS	0	FACS Questions (if needed)		
	Common	5, 9	P	ONLINE	HW: AO 26425: Making a Good (Ear) Impression: Setting Up a Successful Impression Taking Protocol		QUIZ: AO 26425*		
					HANDS-ON (KSA)	ABR Exercise 12	0.5	Attendance	
					HANDS-ON (MA)	Earmold Impression Technique	2.5	Attendance	
	Theme	9, 11, 4, 7	P	ONLINE	AO 25957: Ototoxicity	1	Prep Questions QUIZ: AO 25957*		
					I	AUDSIM (AS)	Patient Masking M	1	AS: Patient M*
I					REPORT	CR: 7 (Short & Long)	1	CR: 7*	
ABR	9	READING	HW: Hall (Behavioral Thresholds)			Draft responses to theory questions (optional)			
			D	ABR	Exercise 12	3	N/A		
*Holiday - Apr 17-20, 2020						15.00	LOG DUE: Tues, 21 Apr 2020, 11 am		



	Session	Course Objectives	Hours	Subcategory	Description	Hrs.	Submissions	Readings
WEEK 13 (21 - 27 Apr 2020) Theme: EI II & SP III	Clinic	1, 2, 3, 4, 6, 7, 8, 9	D	PATIENT CARE	AUBMC Audiology Center	6	Logbook, Cover Page and Results	Hall, JW III (2015). eHandbook of Auditory Evoked Responses. ASIN: B0145G2FFM
			D	FACS	Mini FACS	0	FACS Questions (if needed)	
	Common	5	P	HANDS-ON (KSA)	ABR Exercise 13	0.5	Attendance	
			I	HANDS-ON (MA)	Earmold Impression Technique	2.5	Attendance	
	Theme	9, 12	P	ONLINE	AO 25957: Ototoxicity	1	Prep Questions QUIZ: AO 25957*	
			I	AUDSIM (AS)	Patient Masking P	1	AS: Patient P*	
			I	REPORT	CR: 8 (Short & Long)	1	CR: 8*	
	ABR	9		READING	HW: Hall (Behavioral Thresholds)		Draft responses to theory questions (optional)	
			5	D	ABR	Exercise 12	3	
							<b>15.00</b>	
	Session	Course Objectives	Hours	Subcategory	Description	Hrs.	Submissions	Readings
WEEK 14/15 (28 Apr - 11 May)* Theme: Final Exams		1, 2, 3, 4, 6, 7, 8, 9	D	Summative Assessment	FINAL: Dx OAE, Complete Audio-Masking, Case Hx, Otoscopy, Immittance, Calibration	4	Logbook, Cover Page and Results	
			I	AUDSIM (AS)	FINAL: Random AS	1	AS: Random Selection*	
			I	REPORT	FINAL: CR (Short & Long) No templates will be provided	1	CR: Final	
						<b>6.00</b>	<b>LOG DUE: Tues, 12 May 2020, 11 am</b>	

## APPENDIX A: Grading RUBRIC for Documentation

Category	Elements	Submissions <sup>1</sup>	Grading <sup>2</sup>
<p><b>Logbook</b> <b>20%</b></p> <p><i>Midterm</i> <i>(50 pts)</i></p> <p><i>Final</i> <i>(50 pts)</i></p>	<ul style="list-style-type: none"> <li>- Testing date</li> <li>- Patient information (Case#/Patient Initials/Age)</li> <li>- Category/Activity code</li> <li>- Duration (15 min blocks)</li> <li>- Clinical Educator Name/Signature/Stamp</li> </ul>	<ul style="list-style-type: none"> <li>- Weekly</li> <li>- Midterm (weeks 1-7)</li> <li>- Final (weeks 1-15)</li> <li>- <i>Photocopy version should be submitted (stapled+ student name and ID)</i></li> <li>- <i>Final version will include the original logbook</i></li> </ul>	<p><b>Minus 0.5 per entry/row</b></p> <ul style="list-style-type: none"> <li>- Wrong order of days</li> <li>- Missing patient information</li> <li>- Wrong category/activity code</li> <li>- Duration <u>not</u> in blocks of 15 minutes</li> <li>- Missing Supervisor name</li> <li>- Missing Signature</li> <li>- Missing Stamp</li> </ul>
<p><b>Cover Page</b> <b>30%</b></p> <p><i>Final</i> <i>(50 pts)</i></p>	<ul style="list-style-type: none"> <li>- Direct, Indirect, Professional categories (see Appendix A)</li> <li>- Numbered (ordinal)</li> <li>- Patient information (case#/Patient Initials/Age)</li> <li>- Duration (15 min blocks)</li> <li>- Supervisor Name</li> </ul>	<ul style="list-style-type: none"> <li>- Weekly</li> <li>- Final (weeks 1-15)</li> <li>- <i>Printed version should be submitted (stapled, student name, ID, week date and number)</i></li> </ul>	<p><b>Minus 0.5 per entry</b></p> <ul style="list-style-type: none"> <li>- Wrong numbering</li> <li>- Missing/wrong patient information</li> <li>- Wrong category/activity code</li> <li>- Duration not in blocks of 15 min</li> </ul> <p><b>Minus 1 per entry</b></p> <ul style="list-style-type: none"> <li>- Formatting not following sample</li> </ul>
<p><b>Test Results/ Worksheets</b> <b>30%</b></p> <p><i>Weekly</i> <i>(10 pts)</i></p>	<ul style="list-style-type: none"> <li>- Any activity done graded/ungraded should be submitted (see Appendix A)</li> </ul>	<ul style="list-style-type: none"> <li>- Weekly</li> <li>- <i>You are recommended to keep all results/worksheets until after graduation</i></li> </ul>	<p><b>Minus 0.5:</b></p> <ul style="list-style-type: none"> <li>- Missing information on a particular result</li> </ul> <p><b>Minus 1:</b></p> <ul style="list-style-type: none"> <li>- Missing 1 result of the patient's package (e.g., if you are missing CH+ short reports its minus 2)</li> <li>- Unorganized package</li> </ul> <p><b>Minus 5:</b></p> <ul style="list-style-type: none"> <li>- Missing patient's package</li> </ul>
<p><b>Excel Summary</b> <b>20%</b></p> <p><i>Midterm</i> <i>(50 pts)</i></p> <p><i>Final</i> <i>(50 pts)</i></p>	<ul style="list-style-type: none"> <li>- Pediatrics/Adult</li> <li>- Direct, Indirect, Professional categories (see Appendix A)</li> <li>- Duration (15 min blocks)</li> <li>- Supervisors Initials</li> <li>- Total minutes</li> </ul>	<ul style="list-style-type: none"> <li>- Monthly</li> <li>- Midterm (weeks 1-7)</li> <li>- Final (weeks 1-15)</li> <li>- <i>Printed version should be submitted (stapled, student name, ID, week date and number)</i></li> </ul>	<p><b>Minus 1 per entry</b></p> <ul style="list-style-type: none"> <li>- Formatting not following sample</li> <li>- Wrong logging of age or category</li> </ul>

<sup>1</sup> You need to present correction and new submission.

<sup>2</sup> Any correction that were asked to be changed in Weekly/Monthly/Midterm submissions, but not changed in the End of Semester/Final submission, will receive minus 1.