

Supervision Guide for RPE Supervisors

SLPAHADB Regulations, effective April 1, 2023

Supervisor Qualifications

Supervisors must have a current California license or credential that allows them to provide school-based services. Before supervising, they must complete 6 hours of training on supervision, with an additional 3 hours required every four years.

Supervision Requirements

In California, the supervision requirements for Required Professional Experience (RPE) include **a minimum of eight hours of direct supervision per month for full-time RPE temporary license holders and four hours for part-time holders.**

Feature	Direct Observation	Indirect Observation
Definition	Supervisor watches the CF in real time, seeing therapy as it happens.	Supervisor monitors the CF's work through documentation, reports, or recording without being present.
Supervisor Presence	Physically or virtually present during sessions.	Not present during sessions.
Focus	Implementation of therapy, student interaction, cueing, adherence to IEP goals.	Accuracy of documentation, student progress, compliance with therapy plans.
Examples	Sitting in on a small group session, observing articulation or social skills, noting CF-student interactions.	Reviewing session notes/logs, analyzing student progress data, and discussing student performance with teachers/parents.
Benefits	Provides immediate feedback, identifies skill gaps, ensures fidelity to therapy plans.	Efficient for multiple sites, monitors trends over time, reduces need for constant in-person supervision

Best Use	Teaching new interventions, ensuring fidelity to procedures.	Ongoing monitoring, compliance tracking, and long-term progress evaluation
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What Is Tele-Supervision?

Tele-supervision allows an RPE supervisor to observe and supervise an RPE temporary license holder remotely (via audio-visual technology) instead of being physically present. This can be used in place of direct, in-person supervision when specific conditions are met.

Hour Limits

Tele-supervision is limited per month:

- Full-time RPE temporary license holder: up to 4 hours/month
- Part-time RPE temporary license holder: up to 2 hours/month

Consent Requirements

Before using tele-supervision with a student for the first time, you must:

- ✓ **Inform the parent or caregiver that tele-supervision will be used during the session.**
- ✓ **Obtain** written consent from the parent or caregiver.
- ✓ **Document** the consent in the student's file before the first tele-supervised session.

A sample consent form template is included. It is also recommended that you ask the district if they prefer to use their own consent form.

Supervisor Checklist: Is Tele-Supervision Appropriate?

Before using tele-supervision, the RPE supervisor must professionally determine that all of the following are true:

- You have reviewed which tasks the RPE temporary license holder will perform during the session.
- Based on those tasks, you have determined that your physical presence is not required.
- Based on the license holder's individual ability, you have determined that your physical presence is not required.
- No other circumstances exist that would make tele-supervision inappropriate.

Quick Reference Summary

Requirement	Details
Hour cap	4 hrs/month (full-time) or 2 hrs/month (part-time)
Inform parent/caregiver	Required before first tele-supervised session
Document written consent	Copy of signed form (with date) in student record
Supervisor judgment	Must confirm no physical presence needed and no contraindications exist.

Source: SLPAHADB Regulations, effective 4/1/23

CF/RPE-SLP:
CA RPE license #:

CF/RPE-SLP Supervisor:
Supervisor's CA SLP license #:

A Note from Your Speech Therapist

Dear Parent/Guardian,

As a new speech-language clinician, California state law requires that I work for one year under the supervision of a licensed Speech-Language Pathologist, who must also observe me during sessions with students. CA now allows my supervisor to use **telesupervision** for a portion of these required observations and other supervision activities.

Please read the consent statement below. If you agree, **print the required names, sign, add the date, and return this form** to the school. You may return it with your student, give it to the classroom teacher, or drop it off at the front office.

Feel free to contact me if you have any questions or concerns.

Consent Statement

I consent to the use of **telesupervision** (audio-visual conferencing technology) during my child's or the student's speech-language therapy or evaluative sessions.

I understand that telesupervision will be used solely for the purpose of observing the speech-language clinician (CF/RPE-SLP) by the Supervising Speech-Language Pathologist (CF/RPE-SLP Supervisor), in accordance with California state regulations.

Print Child/Student Name _____

Print Parent/Guardian Name _____

Parent/Guardian Signature _____

Date Signed _____

ATTN: Teachers and Front Office Staff

Please return this signed form to the Speech Therapist's office or mailbox.