Below, you will find our Essential Functions document.  It is imperative that you read this information carefully.  If there are any essential functions listed that you believe you may have difficulty with, please reach out to the Department Head ASAP so that we can determine reasonable accommodations.  You will be asked to sign this document at your orientation, which will occur in August.

**Essential Functions for Graduate Students**

**in Communication Sciences and Disorders at Missouri State University**

***(Please be prepared to sign this document at orientation.  If you have concerns, email or call the Department Head.)***

The Essential Functions of Audiologists, Speech-Language Pathologists, and Educators of the Deaf and Hard of Hearing establish the expectations and requisite abilities considered necessary to meet the objectives of the program. Prior to applying and throughout the program, students should determine if they can meet the standards (with or without accommodation). Those who believe they do not possess or may not be able to acquire the essential functions set forth are encouraged to contact the department head of the CSD Department.  The CSD Department values diversity and is committed to providing an equitable inclusive learning experience for all students.  Any student who may require academic accommodations to fulfill the essential functions due to a disability is encouraged to contact the Disability Resource Center (<http://www.missouristate.edu/disability/>).

The following Essential Functions were developed with the American Speech-Language and Hearing Association clinical skill performance guidelines in mind and are also deemed necessary for successful practice as a teacher of the deaf and hard of hearing. Many of the essential functions are introduced and coached within CSD coursework and practicum.

**Physical Abilities:**

         Participate in professional responsibilities/activities for up to eight hour blocks of time.

         Be self-sufficient when moving to, from, and within the work setting.

         Complete diagnostic or instructional evaluation/assessment.

         Effectively implement necessary treatment plan/lesson plan, including use of materials/instrumentation and data collection.

         Provide a safe environment for others in responding quickly to unpredictable situations including fire, medical and environmental (e.g., weather related) emergencies and in applying universal precautions (standardized approach to infection control).

         Provide appropriate model of language and speech according to the needs of individual clients.

         Visually and auditorally monitor patient responses and materials.

         Make accurate judgments about speech and/or acoustic signals.

**Behavioral and Social Attributes:**

         Maintain composure and emotional objectivity in demanding situations.

         Communicate effectively and appropriately with people in person, by phone, and in written form by considering the communication needs and cultural values of the listener.

         Understand and respect supervisory authority.

         Maintain appropriate professional behavior, including punctuality, regular attendance and prompt completion of responsibilities.

         Comply with administrative, legal, and regulatory policies in multiple clinical and educational settings.

         Demonstrate compassion, integrity and motivation in delivering professional services.

         Collaborate with peers and other professionals.

**Intellectual Abilities:**

         Solve clinical problems through critical analysis.

         Seek relevant case information, synthesize, and apply concepts and information from various sources and disciplines.

         Write discipline-specific papers and clinical reports in standard edited English at an appropriate level.

         Analyze, synthesize, interpret and retain ideas and concepts in academic and diagnostic/treatment/ classroom settings.

         Maintain attention and concentration for sufficient time to complete clinical activities for up to eight hour blocks of time.

I certify that I have read this document in its entirety and that I believe I am able to fulfill the essential functions described herein.  I further certify that if, during the course of my program I am unable to meet these standards, I will discuss this with the CSD Department Head.