

# LEA Staff Guidance Licensing Requirements for Speech-Language Pathologists in North Carolina Public Schools Beginning July 1, 2011 School Year

In March 2011, the North Carolina State Board of Education (SBE) approved the recommendation to recognize the North Carolina Board of Examiners for Speech and Language Pathologists and Audiologists (NCBOESLPA) license as the qualifying credential required for service as a **new** Speech-Language Pathologist (SLP) in North Carolina public schools effective July 1, 2011.

Effective July 1, 2011 there will be three categories of SLPs in the N.C. public schools.

1. **New SLPs who are required to be licensed by the NCBOESLPA**
2. Existing SLP's who hold both the NCBOESLPA license and the Department of Public Instruction (DPI) Professional Educators license
3. Existing SLPs who hold only a current or expired DPI Professional Educators license

*Note: The change in SBE policy does not apply to Audiologists.*

## **NC DPI Steps for Salary/Pay Authorization for NEW SLPs Employed by a N.C. Public School System On or After July 1, 2011**

### **Step 1**

Obtain a temporary or permanent license from the NCBOESLPA

### **Step 2**

Provide the Licensure Section of DPI the following:

- Form A (Application to request authorization to be employed by a N.C. public school for SLP)
- Form V (Verification by Institution of the degree level completed if degree level is above Masters)
  - Must be signed by recommending official at institution where program was completed
  - Authorization will be automatically issued at the Masters level if there is no Form V
- Copy of current NCBOESLPA license
- Official undergraduate and graduate transcripts
- \$85 fee non-refundable processing fee (payable to NC DPI)
- Form E if teaching experience credit is applicable
- Form RN and NE if non-teaching experience credit is applicable

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### Step 3

Upon receipt of the above documents and fees, the License Section of DPI will enter the information in to the Licensure system as code 88082 for a five (5) year cycle. During this period, proof of a valid SLP license issued by the NCBOESLPA must be submitted annually to the Human Resources staff at the LEA.

### Step 4

A paper copy of the SLP pay authorization will not be issued by DPI. The information will be visible to LEAs in LicSal, including experience credit that will automatically accrue.

### Step 5

If SLP applicant is eligible for other DPI license areas the Licensure Section will issue a Professional Educators License for those areas, but SLP will not be on the license.

### Renewal Requirements

- For individuals who are licensed in SLP only – These individuals are required to comply with the NCBOESLPA renewal requirements, and are not required to earn DPI renewal requirements.
- For individuals who are licensed in SLP and other areas – These individuals will have two (2) sets of renewal requirements. They will be required to comply with the NCBOESLPA renewal requirements for the SLP area. Additionally, they will be required to comply with the DPI renewal requirements for the other areas on the license.
- At the end of the 5 year cycle, the LEA can automatically renew an SLP in LicSal upon proof of a valid NCBOESLPA license, and completion of any renewal credits required by DPI for other areas on the Professional Educator License. The SLP individuals will show up on the automatic renewal list in LicSal and they will need to sign the Criminal Conviction letter at the time of renewal.
- The salary authorization schedule will be July 1 through June 30, regardless of the date the NCBOAESLPA license is issued.
- SLPs that do not renew their NCBOESLPA license will not be authorized to be paid on the state salary schedule.

### General Contact Information

For Questions and Information Regarding a NCBOESLPA License	For Questions and Information Regarding a N.C. DPI License and Salary Authorization
<a href="http://www.NCBOESLPA.org">www.NCBOESLPA.org</a> Phone – 336.272.1828 Fax – 336.272.4353	<a href="http://www.dpi.state.nc.us/licensure/">http://www.dpi.state.nc.us/licensure/</a> Phone – 919.807.3310 Fax – 919.807.3350

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*Note: The change in SBE policy does not apply to Audiologists*

## **NC DPI Renewal Steps for Existing SLPs Employed in N. C. Public Schools Prior to July 1, 2011 Holding Both a DPI Professional Educators License and a NCBOESLPA License**

### **Renewal Requirements**

- For individuals who are licensed in SLP only – These individuals are required to comply with the NCBOESLPA renewal requirements, and are not required to earn DPI renewal requirements.
- For individuals who are licensed in SLP and other areas – These individuals will have two (2) sets of renewal requirements. They will be required to comply with the NCBOESLPA renewal requirements for the SLP area. Additionally, they will be required to comply with the DPI renewal requirements for the other areas on the license.
- At the end of the 5 year cycle, the LEA can automatically renew an SLP in LicSal upon proof of a valid NCBOESLPA license, and completion of any renewal credits required by DPI for other areas on the Professional Educator License. The SLP individuals will show up on the automatic renewal list in LicSal and they will need to sign the Criminal Conviction letter at the time of renewal.
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- The approved period of time that the applicant will be authorized to be paid on the state salary schedule will be entered in to the Licensure system and the dates will be visible to LEAs in LicSal, including experience credit that will automatically accrue.
- If SLP applicant has no other areas on their license they will not be issued a paper copy of a license when they are renewed.
- If applicant is eligible for other DPI license areas the Licensure Section will issue a Professional Educators License for those areas, but SLP will not be printed on the license.

## **General Contact Information**

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## **NC DPI Renewal Steps for Existing SLPs Employed in N. C. Public Schools Prior to July 1, 2011 Holding a current or expired DPI Professional Educators License Only**

### **Renewal Requirements**

- Applicant will be required to renew his/her DPI license following the existing DPI renewal policies and procedures.
- Applicant shall not be required to have a NCBOESLPA license as long as the Professional Educator license issued by DPI remains valid and un-expired.
- Should the Professional Educator license issued by DPI become expired, or revoked, the individual would then have to follow the new SBE process to have a NCBOESLPA license in order to be authorized to be paid on the state salary schedule and provide SLP services in a North Carolina public school system.

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