

**GUIDELINES:
USE OF TITLES, CREDENTIALS, and CERTIFICATION DESIGNATIONS**

BACKGROUND:

The College may issue Guidelines to enhance, explain, add to or guide registrants with respect to subject matters described in the regulations, practice directions, code of ethics, or other college matters.

Guidelines reflect “best practice” and good professional conduct. Although a registrant is not obligated to comply with guideline documents issued by the College, registrants are strongly encouraged to do so.

Official College Guidelines contain practice parameters and reflect good professional conduct which should be considered by all Manitoba audiologists and speech – language pathologists in the provision of health care service to their clients in the practice of the professions.

In the event of any inconsistency between these Guidelines and any legislation that governs the practice of audiology and speech – language pathology, the legislation governs.

The Use of Titles, Credentials, and Certification Designations

I) USE OF RESTRICTED TITLES

1. CASLPM General Regulation, Section 3.9(1) states that a person who is registered as an audiologist is **entitled** to use:
 - a. the title “Audiologist” and the abbreviation “Aud.”;
 - b. the title “Registered Audiologist” and the abbreviation “R. Aud.”; and
 - c. the equivalent of those titles and abbreviations in another language.
2. A person who is registered as an Audiologist is encouraged to use the title “Registered Audiologist” or the abbreviation “R. Aud.”, or its equivalent in another language, in respect of his or her practice in all formal communications.
3. CASLPM General Regulation, Section 3.9(3) states that a person who is registered as a speech – language pathologist is **entitled** to use:
 - a. the title “Speech – Language Pathologist”, the abbreviation “SLP”, the title “Registered Speech – Language Pathologist” and the abbreviation “RSLP”;
 - b. the title “Speech Therapist”, the abbreviation “ST”, the title “Registered Speech Therapist” and the abbreviation “RST”;
 - c. the title “Speech – Language Therapist”, the abbreviation “SLT”, the title “Registered Speech – Language Therapist” and the abbreviation “RSLT”;
 - d. the title “Speech – Language Clinician” , the abbreviation ”SLC”, the title “Registered Speech – Language Clinician” and the abbreviation “RSLC”; and

- e. the equivalent of those titles and abbreviations in another language.
4. A person who is registered as a Speech – Language Pathologist is encouraged to use the title “Registered Speech – Language Pathologist” or the abbreviation “RSLP”, or its equivalent in another language, in respect of his or her practice in all formal communications.
5. No person other than a registrant of the College, registered as either an audiologist or speech – language pathologist, whichever the case may be, is permitted to use the titles as set out in clause I) 1. or I) 3, above.

II) STATING ACADEMIC CREDENTIALS

1. Audiologists and speech – language pathologists may wish to indicate their academic credentials in combination with the restricted titles granted to them by the College.

It is the restricted title that distinguishes audiologists and speech – language pathologists from other health care providers and assists clients with understanding who is providing their care.

2. Registrants may use academic credentials **in conjunction with and after** the use of a restricted title.

i.e.: Jane Doe, Registered Audiologist, M. Sc.
Jane Doe, R. Aud., M. Sc.

John Doe, Registered Speech – Language Pathologist, M. Sc.
John Doe, RSLP, M. Sc.

III) STATING OTHER CREDENTIALS

1. Audiologists and speech – language pathologists may use other credentials in combination with the restricted titles granted to them by the College.
2. Other credentials must occur **in conjunction with, and after** the use of a restricted title.
3. In complying with this clause, a registrant may use an abbreviated version of a recognized national or international clinical certification credential in the form approved by the national or international organization that provided the registrant with that credential, as long as it is in keeping with the legislation that governs the practice of audiology and speech – language pathology.
4. Registrants who use any additional credential(s) must present them accurately, honestly, and in accordance with any legal restrictions.

i.e.: Jane Doe, Registered Audiologist, Aud(C)
Jane Doe, R. Aud., Aud(C)

John Doe, Registered Audiologist, Canadian Academy of Audiology
John Doe, R. Aud., CAA

John Doe, Registered Speech – Language Pathologist, Hanen Trained
John Doe, RSLP, Hanen Trained

IV) PERMITTED DESCRIPTIONS OF PRACTICE AND TRAINING

1. In describing his or her practice as a registrant of the College, a registrant may list
 - a) the services that he or she is trained in and is capable of providing as a registrant,
 - b) the techniques that he or she has been trained to provide as a registrant, or
 - c) the typical types of speech, language, swallowing, or hearing disorders that he or she is trained to assess, treat or prescribe as a registrant.
2. In complying with clause 1, a registrant
 - a) may not list a service, technique or disorder that falls outside the scope of practice of a registrant, as required under Regulation, or as may otherwise be directed by Council,
 - b) may state that the listed service, technique or disorder is a "preferred area of practice" using that or similar phrasing, and
 - c) may not misrepresent any clinical expertise that he or she holds or has obtained.
3. In describing additional training, a registrant may
 - a) declare or inform the public that the registrant is trained in the performance of a specific technique or the provision of a particular service, or
 - b) refer to a certificate or diploma the registrant has obtained in relation to a technique or service, so long as, while doing so, the registrant
 - i) describes accurately the precise nature of the technique or service, or
 - ii) identifies the educational program or agency that granted the certificate or diploma to the registrant in relation to that technique or service, but
 - iii) does not use the term "specialist" or otherwise suggest the registrant is a specialist in that technique or service.
4. To ensure compliance with this section, the registrar may require a registrant to provide proof in support of any declaration or reference made under Clause IV. 1. or IV. 2.

V) USE OF THE TERM LICENSED

1. According to the CASLPM General Regulation, Section 3.9(5), a full regulated registrant, a provisional regulated registrant, or a restricted purpose regulated registrant who holds a valid certificate of practice may use the term "licensed" to describe his or her professional practice.
2. The term "licensed" is typically perceived by the public to mean that an individual is eligible to practice. Only those registrants within the three categories of registration referred to in clause V. 1.,

who hold a valid certificate of practice, are indeed eligible to practice. Therefore, use of the term “licensed” is limited to those registrants who hold a valid certificate of practice.

VI) USE OF THE TERM “CERTIFIED”

1. A registrant must not use the term “certified” unless the registrant is specifically authorized to do so under the CASLPM Advanced Competency Certification Program.
2. According to the CASLPM General Regulation, Section 4.13, only a fully registered or restricted purpose registrant who holds an advanced competency certificate for the applicable specialized health care service is permitted to use the following phrases as part of his or her title:
 - a) Certified in Vestibular Assessment and Management;
 - b) Certified in Cochlear Implant Management;
 - c) Certified in Fiberoptic Endoscopic Evaluation and Management of Voice Disorders;
 - d) Certified in Fiberoptic Endoscopic Evaluation and Management of Swallowing Disorders;
 - e) Certified in Voice Restoration (Voice Prostheses);
 - f) Certified in Swallowing and Voice Restoration (Tracheotomy Tubes and Speaking Valves);
 - g) Certified in Videofluoroscopic Assessment of Adult Swallowing Disorders;
 - h) Certified in Videofluoroscopic Assessment of Pediatric Swallowing Disorders.
- b) A fully registered or restricted purpose registrant who holds an advanced competency certificate must not use any other phrase or designation to describe the certification.

VII) PERFORMANCE EXPECTATIONS

A registrant of the College demonstrates appropriate use of restricted titles by:

1. Using titles granted to them by the CASLPM General Regulation and abbreviations of these titles or their equivalent in other languages.
2. Using “Registered” or the appropriate abbreviation, together with the restricted title, audiologist or speech – language pathologist, whichever the case may be, in formal communications.
3. Using only the title associated with his or her category of registration and indicating the category of registration as required.
4. Ensuring that the restricted title directly follows his or her name when used in clinical practice.
5. Using other credentials in addition to his or her restricted title, with the restricted title appearing first in order of reference.
6. Using “certified” only if authorized to do so under the Advanced Competency Certification Program of the College.

VIII) DEFINITIONS

Formal Communications

Communications in the context of providing health care services which include the practitioner’s name and restricted title, as well as a signature, either written or electronic.

VII) REFERENCES

Regulated Health Professions Act, Sections 77, 78, 81, 85, 86

CASLPM General Regulation, Sections 3.9, 3.10, 4.13

Appendix A

TITLES BY CATEGORY OF REGISTRATION

1. Full Regulated Audiologist

- a) May use the title “Registered Audiologist” or the abbreviation “R. Aud.” when engaged in the clinical practice of audiology. Use of this form of the title is especially encouraged by the College in formal communications, such as a signature on a clinical document.

i.e.: Jane Doe, Registered Audiologist
Jane Doe, R. Aud.

- b) May use the title “audiologist” when engaged in the clinical practice of audiology.

i.e.: Jane Doe, Audiologist
Jane Doe, Aud.

- c) May use the term “licensed” when engaged in clinical practice of audiology.

i.e.: Jane Doe, licensed Audiologist

- d) An equivalent in another language.

2. Provisional Regulated Audiologist

- a) May use the title “Registered Audiologist” or the abbreviation “R. Aud.” when engaged in the clinical practice of audiology. Use of this form of the title is especially encouraged by the College in formal communications, such as a signature on a clinical document.

i.e.: Jane Doe, Registered Audiologist
Jane Doe, R. Aud.

- b) May use the title “Audiologist” when engaged in the clinical practice of audiology.

i.e.: Jane Doe, Audiologist
Jane Doe, Aud.

- c) May use the term “licensed” when engaged in clinical practice of audiology.

i.e.: Jane Doe, licensed Audiologist

- d) An equivalent in another language

3. Restricted Purpose Regulated Audiologist

- a) Must indicate the category of registration when using a restricted title or abbreviation.

- b) May use the title “Registered Audiologist (Restricted Purpose)” or the abbreviation “R. Aud. (Restricted Purpose)” when engaged in clinical practice of audiology. Use of this form of the

title is especially encouraged by the College in formal communications, such as a signature on a clinical document.

i.e.: Jane Doe, Registered Audiologist (Restricted Purpose)
Jane Doe, R. Aud. (Restricted Purpose)

c) May use the title “Audiologist (Restricted Purpose)” when engaged in the clinical practice of audiology.

i.e.: Jane Doe, Audiologist (Restricted Purpose)
Jane Doe, Aud. (Restricted Purpose)

d) May use the term “licensed” when engaged in clinical practice of audiology.

i.e.: Jane Doe, licensed Audiologist (Restricted Purpose)

e) An equivalent in another language.

4. Non – Practising Regulated Audiologist

a) Must indicate the category of registration when using a restricted title or abbreviation.

b) May use the title “Registered Audiologist (Non – Practising)” or the abbreviation “R. Aud. (Non – Practising)” when using a title

i.e.: Jane Doe, Registered Audiologist (Non – Practising)
Jane Doe, R. Aud. (Non – Practising)

c) May use the title “Audiologist (Non – Practising)” or the abbreviation “Aud. (Non – Practising)” when using a title

i.e.: Jane Doe, Audiologist (Non – Practising)
Jane Doe, Aud. (Non – Practising)

d) An equivalent in another language

e) Must not use the term “licensed” when using a restricted title or abbreviation.

5. Inactive or Retired Associate Regulated Audiologist

a) Must indicate the category of registration

b) when using a restricted title or abbreviation.

c) May use the title “Registered Audiologist (Inactive)” or the abbreviation “R. Aud. (Inact.)” or “Registered Audiologist (Retired)” or the abbreviation “R. Aud. (Ret.)”

i.e.: Jane Doe, Registered Audiologist (Inactive)
Jane Doe, R. Aud. (Inact.)

John Doe, Registered Audiologist (Retired)
John Doe, R. Aud. (Ret.)

- d) An equivalent in another language.
- e) Must not use the term “licensed” when using a restricted title or abbreviation.

6. Full Regulated Speech – Language Pathologist

- a) May use the title “Registered Speech – Language Pathologist” or the abbreviation “RSLP” when engaged in the clinical practice of speech – language pathology. Use of this form of the title is especially encouraged by the College in formal communications, such as a signature on a clinical document.

i.e.: Jane Doe, Registered Speech – Language Pathologist
Jane Doe, RSLP

- b) May use the title “Speech – Language Pathologist” or the abbreviation “SLP” when engaged in the clinical practice of speech – language pathology.

i.e.: Jane Doe, Speech – Language Pathologist
Jane Doe, SLP

- c) May use the title “Speech Therapist”, the abbreviation “ST”, the title “Registered Speech Therapist” and the abbreviation “RST” when engaged in the clinical practice of speech - language pathology.

i.e.: Jane Doe, Speech Therapist
Jane Doe, ST

John Doe, Registered Speech Therapist
John Doe, RST

- d) May use the title “Speech – Language Therapist”, the abbreviation “SLT”, the title “Registered Speech – Language Therapist” and the abbreviation “RSLT” when engaged in the clinical practice of speech - language pathology.

i.e.: Jane Doe, Speech – Language Therapist
Jane Doe, SLT

John Doe, Registered Speech – Language Therapist
John Doe, RSLT

- e) May use the title “Speech – Language Clinician”, the abbreviation “SLC”, the title “Registered Speech – Language Clinician” and the abbreviation “RSLC” when engaged in the clinical practice of speech - language pathology.

i.e.: Jane Doe, Speech – Language Clinician
Jane Doe, SLC

John Doe, Registered Speech Clinician
John Doe, RSLC

- f) May use the title “licensed” when engaged in clinical practice of speech – language pathology.

i.e.: Jane Doe, licensed Speech – Language Pathologist
Jane Doe, licensed Speech Therapist
Jane Doe, licensed Speech – Language Therapist
Jane Doe, licensed Speech – Language Clinician

g) An equivalent in another language

7. Provisional Regulated Speech – Language Pathologist

a) May use the title “Registered Speech – Language Pathologist” or the abbreviation “RSLP” when engaged in the clinical practice of speech – language pathology. Use of this form of the title is especially encouraged by the College in formal communications, such as a signature on a clinical document.

i.e.: Jane Doe, Registered Speech – Language Pathologist
Jane Doe, RSLP

b) May use the title “Speech – Language Pathologist” or the abbreviation “SLP” when engaged in the clinical practice of speech – language pathology.

i.e.: Jane Doe, Speech – Language Pathologist
Jane Doe, SLP

c) May use the title “Speech Therapist”, the abbreviation “ST”, the title “Registered Speech Therapist” and the abbreviation “RST” when engaged in the clinical practice of speech - language pathology.

i.e.: Jane Doe, Speech Therapist
Jane Doe, ST

John Doe, Registered Speech Therapist
John Doe, RST

d) May use the title “Speech – Language Therapist”, the abbreviation “SLT”, the title “Registered Speech – Language Therapist” and the abbreviation “RSLT” when engaged in the clinical practice of speech - language pathology.

i.e.: Jane Doe, Speech – Language Therapist
Jane Doe, SLT

John Doe, Registered Speech – Language Therapist
John Doe, RSLT

e) May use the title “Speech – Language Clinician”, the abbreviation “SLC”, the title “Registered Speech – Language Clinician” and the abbreviation “RSLC” when engaged in the clinical practice of speech - language pathology.

i.e.: Jane Doe, Speech – Language Clinician
Jane Doe, SLC

John Doe, Registered Speech Clinician

John Doe, RSLC

f) May use the term “licensed” when engaged in clinical practice of speech – language pathology.

i.e.: Jane Doe, licensed Speech – Language Pathologist
Jane Doe, licensed Speech Therapist
Jane Doe, licensed Speech – Language Therapist
Jane Doe, licensed Speech – Language Clinician

g) An equivalent in another language

8. Restricted Purpose Regulated Speech – Language Pathologist

a) Must indicate the category of registration when using a restricted title or abbreviation.

b) May use the title “Registered Speech – Language Pathologist (Restricted Purpose)” or the abbreviation “RSLP (Restricted Purpose)” when engaged in the clinical practice of speech – language pathology. Use of this form of the title is especially encouraged by the College in formal communications, such as a signature on a clinical document.

i.e.: Jane Doe, Registered Speech – Language Pathologist (Restricted Purpose)
Jane Doe, RSLP (Restricted Purpose)

c) May use the title “Speech – Language Pathologist (Restricted Purpose)” or the abbreviation “SLP (Restricted Purpose)” when engaged in the clinical practice of speech – language pathology.

i.e.: Jane Doe, Speech – Language Pathologist (Restricted Purpose)
Jane Doe, SLP (Restricted Purpose)

d) May use the title “Speech Therapist (Restricted Purpose)”, the abbreviation “ST (Restricted Purpose)”, the title “Registered Speech Therapist (Restricted Purpose)” and the abbreviation “RST (Restricted Purpose)” when engaged in the clinical practice of speech - language pathology.

i.e.: Jane Doe, Speech Therapist (Restricted Purpose)
Jane Doe, ST (Restricted Purpose)

John Doe, Registered Speech Therapist (Restricted Purpose)
John Doe, RST (Restricted Purpose)

e) May use the title “Speech – Language Therapist (Restricted Purpose)”, the abbreviation “SLT (Restricted Purpose)”, the title “Registered Speech – Language Therapist (Restricted Purpose)” and the abbreviation “RSLT (Restricted Purpose)” when engaged in the clinical practice of speech - language pathology.

i.e.: Jane Doe, Speech – Language Therapist (Restricted Purpose)
Jane Doe, SLT (Restricted Purpose)

John Doe, Registered Speech – Language Therapist (Restricted Purpose)
John Doe, RSLT (Restricted Purpose)

f) May use the title "Speech – Language Clinician (Restricted Purpose)", the abbreviation "SLC (Restricted Purpose)", the title "Registered Speech – Language Clinician (Restricted Purpose)" and the abbreviation "RSLC (Restricted Purpose)" when engaged in the clinical practice of speech - language pathology.

i.e.: Jane Doe, Speech – Language Clinician (Restricted Purpose)
Jane Doe, SLC (Restricted Purpose)

John Doe, Registered Speech Clinician (Restricted Purpose)
John Doe, RSLC (Restricted Purpose)

g) May use the term "licensed" when engaged in clinical practice of speech – language pathology.

i.e.: Jane Doe, licensed Speech – Language Pathologist (Restricted Purpose)
Jane Doe, licensed Speech Therapist (Restricted Purpose)
Jane Doe, licensed Speech – Language Therapist (Restricted Purpose)
Jane Doe, licensed Speech – Language Clinician (Restricted Purpose)

h) An equivalent in another language

9. Non – Practising Regulated Speech – Language Pathologist

a) Must indicate the category of registration when using a restricted title or abbreviation.

b) May use the title "Speech – Language Pathologist (Non - Practising)", the abbreviation "SLP (Non - Practising)", the title "Registered Speech – Language Pathologist (Non - Practising)" or the abbreviation "RSLP (Non - Practising)" when using a restricted title.

i.e.: Jane Doe, Speech – Language Pathologist (Non - Practising)
Jane Doe, SLP (Non – Practising)
Jane Doe, Registered Speech – Language Pathologist (Non – Practising)
Jane Doe, RSLP (Non - Practising)

c) May use the title "Speech Therapist (Non – Practising), the abbreviation "ST (Non - Practising)", the title "Registered Speech Therapist (Non – Practising)" and the abbreviation "RST (Non - Practising)" when using a restricted title.

i.e.: Jane Doe, Speech Therapist (Non - Practising)
Jane Doe, ST (Non - Practising)

John Doe, Registered Speech Therapist (Non - Practising)
John Doe, RST (Non - Practising)

d) May use the title "Speech – Language Therapist (Non - Practising)", the abbreviation "SLT (Non - Practising)", the title "Registered Speech – Language Therapist (Non - Practising)" and the abbreviation "RSLT (Non - Practising)" when using a restricted title.

i.e.: Jane Doe, Speech – Language Therapist (Non - Practising)
Jane Doe, SLT (Non - Practising)

John Doe, Registered Speech – Language Therapist (Non - Practising)
John Doe, RSLT (Non - Practising)

e) May use the title "Speech – Language Clinician (Non - Practising)", the abbreviation "SLC (Non - Practising)", the title "Registered Speech – Language Clinician (Non - Practising)" and the abbreviation "RSLC (Non - Practising)" when using a restricted title.

i.e.: Jane Doe, Speech – Language Clinician (Non - Practising)
Jane Doe, SLC (Non - Practising)

John Doe, Registered Speech Clinician (Non – Practising)
John Doe, RSLC (Non - Practising)

f) An equivalent in another language

g) Must not use the term "licensed" when using a restricted title or abbreviation.

10. Inactive or Retired Associate Regulated Speech – Language Pathologist

a) Must indicate the category of registration when using a restricted title or abbreviation.

b) May use the title "Speech – Language Pathologist (Inactive)" or the abbreviation "RSLP (Inact.)" or "Registered Speech – Language Pathologist (Retired)" or the abbreviation "RSLP (Ret.)"

i.e.: Jane Doe, Speech – Language Pathologist (Inactive)
Jane Doe, SLP (Inact.)

Jane Doe, Registered Speech - Language Pathologist (Retired)
Jane Doe, RSLP (Ret.)

c) An equivalent in another language

d) Must not use the term "licensed" when using a restricted title or abbreviation.