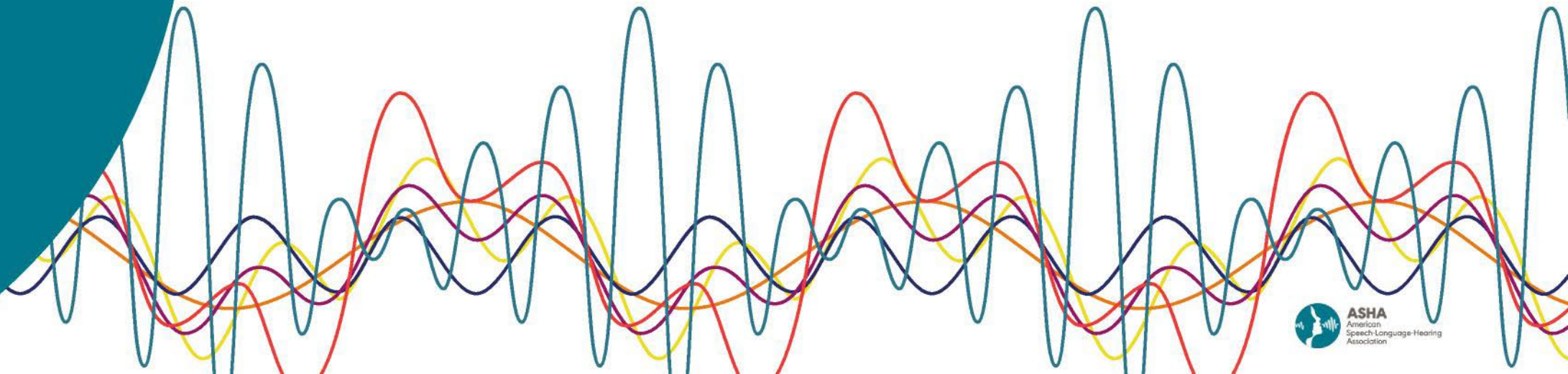
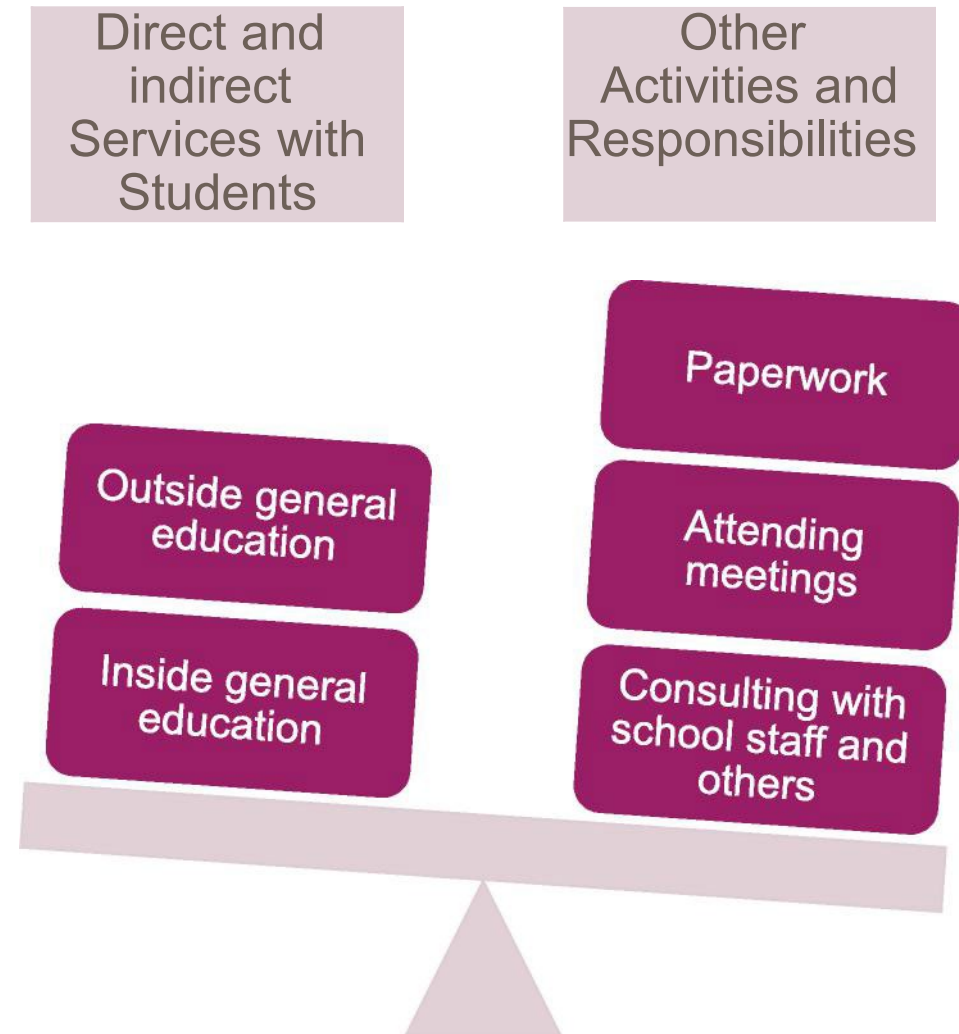


ASHA Workload Calculators



What is workload?



<https://www.asha.org/practice-portal/professional-issues/Caseload-and-Workload/>

What is ASHA's Stance on Workload?

“It is the position of the American Speech-Language-Hearing Association that the total workload activities required and performed by school-based speech-language pathologists (SLPs) must be taken into account to set caseload standards.”
(ASHA, 2002)

<https://www.asha.org/policy/PS2002-00122/>

Previous Resources

[ASHA's Implementation Guide](#) was developed as a supplement to the 2002 workload position statement, technical report, and guidelines

Components, include

- success stories;
- workload activity clusters;
- talking points to use with decision makers

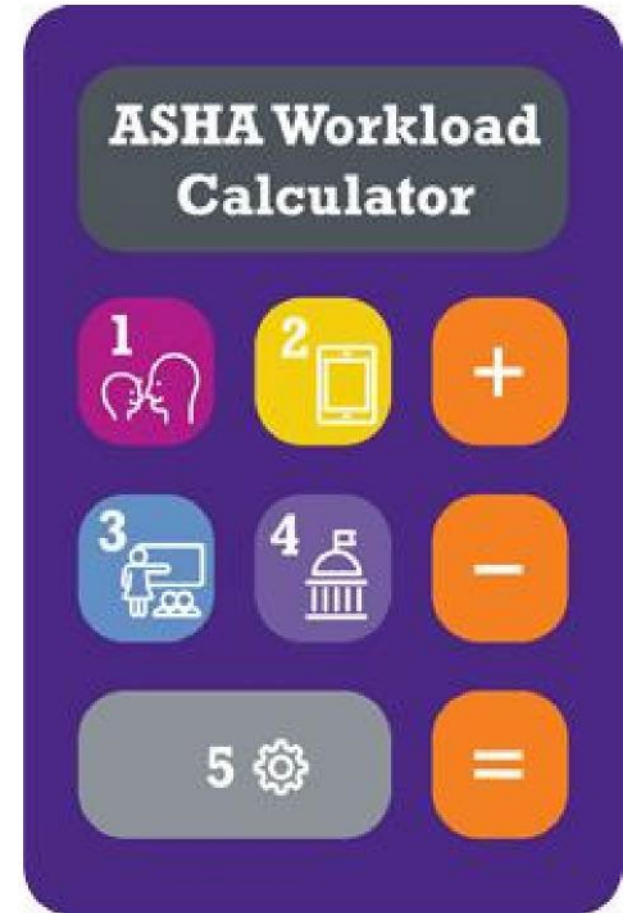


- [Pearson](#)
- [Heartland Area Education Agency, Iowa](#)
- [Ohio Calculator](#)
- [North Carolina Workload Guidance](#)

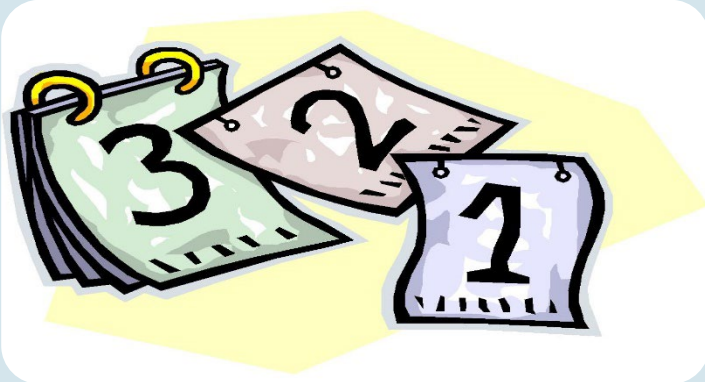
ASHA Workload Calculators

<https://www.asha.org/SLP/schools/Workload-Calculator/>

- Calculate/analyze workload
- Determine the amount and frequency of workload activities
- Address workload issues
- Quick and easy graphic data
- Can be shared with administrators and colleagues



Which Calculator Is Best for Your Needs?



ASHA Workload Calculator ([weekly](#)) This weekly Excel worksheet allows you to identify workload responsibilities over the course of a typical workweek (Monday through Friday).



ASHA Workload Calculator ([monthly](#)) The monthly worksheet allows you to identify workload responsibilities over the course of a typical month.



The ASHA Workload Calculator: [Telepractice Edition](#) [XLS] is designed to help SLPs identify the amount of time spent preparing, learning and using technology to deliver speech-language services, and meet federal, state, and district mandates.

ASHA Workload Calculator Domains

The ASHA Workload Calculator
can document:

- Direct services
- Indirect services
- Gen Ed
- Compliance
- Other activities (e.g., email, phone calls, etc.)

Weekly and Monthly Calculator Domains

- Direct services
- Indirect services
- Indirect services in the general education setting
- Compliance activities
- Other activities



Hybrid/Telepractice Calculator Domains

Includes compliance and other activities with these new additions:

- Preparation
- Planning and technology
- Service delivery



Hybrid/Telepractice Calculator Domains Include:

Preparation

- Reviewing state and federal telepractice regulations
- Reviewing telepractice resources and education

Planning & Technology

- Familiarizing with virtual platform
- Working with facilitators

Service Delivery

- Providing synchronous services
- Providing asynchronous services
- Providing hybrid services



ASHA Workload Analysis Calculator

- Companion tool to the Workload Calculator
- Helps identify the amount of time spent addressing workload activities for each student on their caseload
- Assists SLPs see a breakdown of activities for each student



Gain insights on actual hours spent providing direct and indirect services



Analyze tasks/activities that are needed to meet compliance requirements



Completion of other activities for students on your caseload outside the mandated service hours on students' IEPs

Frequently Asked Questions

How long does it take to complete?

- 5 minutes, informally; approximately an hour if completed in detail

Do I have to do anything with the graphics?

- NO – all information transfers automatically from forms to graphics

In the directions what does “scheduled _____ hours mean?”

- The number of hours you are committed to work per your employment contract weekly or monthly

Can I save my data?

- Yes, once you download it, save it with a different name

Questions?

If you have questions about how to use the ASHA Workload Calculator or the results to advocate for your workload, please contact the ASHA School Services Team schools@asha.org