

Audiology Assistant Exam Blueprint 11-1-2018

PREAMBLE

The audiology assistant supports the audiologist by engaging in tasks that are planned, delegated and supervised by the audiologist. In so doing, the audiology assistant provides exceptional patient care, performs hearing device maintenance, and enhances the productivity of the audiology practice to improve patient experiences and services in accordance with local, state, and federal regulations. ASHA's certification exam for audiology assistants will test an applicant's knowledge, skills, and abilities on the tasks listed herein.

Duties and Tasks		Content Weighting Percentage
A	Providing Patient Care	40%
1	Adhere to privacy and confidentiality standards (e.g., HIPAA)	
2	Follow patient safety standards (e.g., transporting, escorting)	
3	Provide educational materials to patients/caregivers (e.g., hearing loss, audiologic services)	
4	Assist patients/caregivers in completing case history or other relevant forms (e.g. questionnaires, outcome measures)	
5	Assist the Audiologist in identifying the need for linguistically and culturally appropriate translation/interpretation services	
6	Assist the Audiologist in utilizing linguistically and culturally appropriate translation/interpretation services	
7	Perform non-diagnostic otoscopy using proper technique	
a	Inform patients/caregivers on the procedure	
b	Identify normal landmarks	
8	Perform Hearing Screening	
a	Conduct hearing screening (without interpretation) in accordance with ASHA guidelines	
b	Conduct newborn hearing screening (without interpretation) in accordance with ASHA guidelines	
c	Conduct immittance screening (without interpretation) in accordance with ASHA guidelines	
d	Conduct otoacoustic emission screening (without interpretation) in accordance with ASHA guidelines	
9	Participate as a test assist in pediatric behavioral hearing testing (e.g., VRA, CPA)	
10	Prepare equipment for vestibular testing (e.g., patient health information)	

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11	Prepare the patient for evoked potential testing	
a	Provide educational materials on evoked potential testing to patients/caregivers	
b	Prepare equipment for evoked potential testing (e.g., patient health information)	
12	Assist audiologist with delivery of hearing devices, accessories and supplies	
13	Instruct patients/caregivers in proper use and care of hearing devices and accessories	
14	Demonstrate alerting and assistive listening devices	
15	Assist audiologist with intervention programs (e.g., aural rehabilitation, tinnitus management, hearing conservation)	
16	Document patient/caregiver encounters in medical record	
B	Performing Hearing Device Maintenance	20%
1	Perform checks on hearing devices and accessories	
2	Perform troubleshooting and minor repairs on hearing devices and accessories	
3	Send hearing devices and accessories to manufacturer for repairs	
4	Perform troubleshooting and minor repairs on earmolds	
5	Perform minor modifications to earmolds	
6	Clean hearing devices, earmolds and accessories	
7	Perform electroacoustic analysis of hearing aids	
8	Confirm accuracy of hearing device settings following repair	
C	Maintaining the Audiology Clinic	40%
1	Schedule patients for audiology services	
a	Create scheduling templates	
b	Triage patient needs	
c	Schedule patient based on needs and availability	
d	Confirm patient appointments	
2	Maintain databases	
a	Maintain patient database	
b	Input patient data into hearing device software and equipment	
c	Input newborn hearing screening data into regulatory database(s)	
3	Maintain inventories of supplies	
a	Identify needed supplies (e.g., low counts, expired stock)	
b	Rotate stock based on expiration dates	
c	Order needed supplies	
d	Restock test rooms and treatment rooms	

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4	Prepare diagnostic equipment	
a	Perform diagnostic equipment checks (e.g., biological)	
b	Perform diagnostic equipment troubleshooting	
c	Coordinate diagnostic equipment maintenance (e.g., with vendors, with in-house personnel)	
5	Prepare materials based on appointment type (e.g., ear impressions, cerumen removal, hearing device fittings, consultations, diagnostic testing)	
6	Perform infection control duties within the clinic	
7	Communicate with hearing device manufacturers/suppliers (e.g., order status, repair status, troubleshooting, returns)	
8	Order hearing devices, earmolds and accessories	
TOTAL		100%