

UNIVERSITY OF SOUTHERN CALIFORNIA

Audiologist

Job Code: 187739

Grade:	HF
OT Eligible:	No
Comp Approval:	12/14/1994

JOB SUMMARY:

Provides comprehensive diagnostic audiological services and case management for patients with hearing loss for the purpose of aural rehabilitation.

JOB ACCOUNTABILITIES:

*E/M/NA % TIME

- | | | |
|-------|-------|---|
| _____ | _____ | Provides comprehensive audiological case management which includes the diagnostic evaluation of patients with audiological deficiencies in order to determine and provide the optimum treatment program for the purpose of retraining, rehabilitation or referral to another service such as speech pathology, otolaryngology, dentistry, pediatrics and neurology. |
| _____ | _____ | Manages the operation of a small audiology unit which involves requesting testing materials, equipment, and personnel; training, scheduling and supervising personnel; coordinating audiological services with other services offered by otolaryngology, pediatrics, neurology and surgery. |
| _____ | _____ | Conducts in-service training of staff and students by presenting lectures and demonstrations on communication disorders and corrective and rehabilitation techniques. |
| _____ | _____ | Participates in medical conferences with physicians, clinical psychologists, social workers and individuals in other disciplines to discuss hearing disorders of individual patients and to explain follow-up required and proper referral sources when patients leave audiology. |
| _____ | _____ | Organizes, plans and directs, or participates in, research or special projects in communication disorders and hearing loss prevention such as the modification of tests or treatment program/service components. |
| _____ | _____ | Confers with supervisors on the work performance of subordinate staff, the progress of research projects and the effectiveness of treatment procedures and/or service program components. |
| _____ | _____ | Trains and evaluates audiology graduate students. |
| _____ | _____ | Ensures safety of self, co-workers and patients by strict adherence to departmental safety procedures. Checks and tests equipment in accordance with established safety protocols. |
| _____ | _____ | Assists in developing, organizing and implementing quality assurance programs for patient care provided by unit. |
| _____ | _____ | Maintains compliance with established University and department policies and procedures, quality assurance, safety, environmental, infection control and complies with requirements of accreditation and regulatory agencies. |

Establishes and maintains appropriate network of professional contacts. Maintains currency with professional organizations and publications. Attends and participates in meetings, conferences, etc. Represents university and/or unit as assigned.

Performs other related duties as assigned or requested. The University reserves the right to add or change duties at any time.

***Select E (ESSENTIAL), M (MARGINAL) or NA (NON-APPLICABLE) to denote importance of each job function to position.**

EMERGENCY RESPONSE/RECOVERY:

Essential: No

Yes In the event of an emergency, the employee holding this position is required to "report to duty" in accordance with the university's Emergency Operations Plan and/or the employee's department's emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.

JOB QUALIFICATIONS:

Minimum Education:

Master's Degree

Minimum Experience:

2 Years

Combined education/experience as substitute for minimum experience

Minimum Field of Expertise:

Degree in audiology, speech and hearing science or communication disorders. Current licensure in audiology mandatory. Hearing aid dispensing license may be required.

Experience in diagnostic testing, patient evaluation and counseling, and measuring and fitting hearing aids.

Preferred Experience:

4 Years

Skills: Administrative:

Assemble and organize numerical data
 Communicate with others to gather information
 Conduct meetings
 Gather data
 Input data
 Prioritize different projects
 Read handwritten text
 Research information
 Understand and apply policies and procedures
 Use database and/or word processing software

Skills: Other:

Assessment/evaluation
 Counseling
 Knowledge of applicable laws/policies/principles/etc.

Public speaking/presentations
Staff development

Skills: Machine:

Computer Network (Department or School)
Computer Peripheral Equipment
Personal Computer

Supervises: Level:

Leads one or more employees performing similar work

Supervises: Nature of Work:

Clerical/Secretarial
Technical

SIGNATURES:

Employee: _____ **Date:** _____

Supervisor: _____ **Date:** _____

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

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