

Course Planner/Instructional Personnel Relationship Disclosure Form

In compliance with American Speech-Language Hearing Association's Continuing Education Board's Requirements, the **South Dakota Speech-Language Hearing Association** requires course planners and instructional personnel to disclose information regarding any relevant financial and nonfinancial relationships related to course content prior to and during course planning.

Based on the information provided, **South Dakota Speech-Language Hearing Association** will engage the course planner/instructional personnel in a guided interview process which seeks to understand how the relevant financial or nonfinancial relationship may influence the content of the course.

Instructor personnel and course planners will be finalized only after this form has been received and reviewed by **South Dakota Speech-Language Hearing Association**. (See page 5 for the process used to review, resolve and disclose relevant relationships.)

Instructions: Provide the information requested ensuring that all relevant financial and nonfinancial relationships including those in your biography are disclosed on this form.

Name: Jennifer Schultz

I am serving as (check all that apply):

X Course Planner X Instructional Personnel (i.e., Presenter/Author/Content Creator)

Proposed Course Title: C

Instructional personnel: Insert proposed learner outcomes for course (minimum 3 required). Use active verbs that can be measured (e.g. state, list, compare, describe). This link provides more specific examples: <https://www.asha.org/ce/for-providers/outcomes/>.

Define psychological safety and identify a tool for measuring it, Discuss how psychological safety affects communication and cooperation between supervisors, and Implement strategies to increase psychological safety in teams.

Instructional personnel: Insert your biography or resume (or provide the information):

Jennifer Schultz is an instructor for the online SLPA program at Mitchell Technical College, Mitchell, SD. She has experience in education settings where she provided services to children in home-based birth-to-three, preschool, elementary and middle school/high school settings, and inpatient rehabilitation

settings. Jennifer has provided presentations on the topics of supervision and language treatment in children. She is the current President of the SD Speech-Language-Hearing Association.

Name: Jennifer Schultz

I am serving as (check all that apply):

X Course Planner X Instructional Personnel (i.e., Presenter/Author/Content Creator)

Proposed Course Title: Fostering Learning and Growth in Supervision Through Psychological Safety

HIPAA REQUIREMENTS

To comply with the Health Insurance Portability and Accountability Act (HIPAA), we ask that all course planners and instructional personnel insure the privacy of their patients/clients by refraining from using names, photographs, or other patient/client identifiers in course materials without the patient's/client's knowledge and written authorization.

I am in compliance with these policies: JS (INITIAL HERE)

Relevant financial relationships are those relationships in which you benefit by receiving a salary, royalty, intellectual property rights, gift, speaking fee, consulting fee, honoraria, ownership interest (e.g., stocks, stock options, or other ownership interest, excluding diversified mutual funds), or other financial benefit. Financial relationships can also include "contracted research" where the institution gets the grant and manages the funds and you are the principal or named investigator on the grant. **IF YOU ARE RECEIVING MEALS, HOUSING, REGISTRATION, TRAVEL EXPENSES, ETC. FROM THE SPONSORING ORGANIZATION, THIS MUST BE DISCLOSED. Please note, relevant financial relationships are not the same as "conflict of interest" statements.**

Do you have relevant financial relationships to disclose? ☐ No ☐ Yes, if yes complete the Financial Relationship Disclosure form that follows.

Relevant non-financial relationships are those relationships that might bias you including any personal, professional, political, institutional, religious or other relationship. Examples follow:

Personal: You have a personal friendship with someone in the company whose products are discussed in the course; you have a family member or friend with a disorder that will be talked about in the course.

Professional: You are a member of an association or group that is talked about or referenced in the course; you have a professional bias about a way to deliver a particular service.

Political: You have a political bias about a topic (e.g., health care reform) and your bias is toward supporting a particular party's position on this issue.

Institutional: You are affiliated with an institution or organization (e.g., serves on a committee or board of that organization); you are a member of that organization or gives money to its causes.

Religious: You have a bias based on religious tenets (e.g., a bias toward service delivery at end of life based on religious beliefs).

Do you have relevant non-financial relationships to disclose? ☐ No ☐ Yes, if yes complete the Nonfinancial Relationship Disclosure form that follows.

I attest that the information in this disclosure is accurate at the time of completion and I agree to notify **South Dakota Speech Language Hearing Association** of any changes to this information between now and the presentation.

Signature Jennifer Schultz, M.A., CCC-SLP Date 10/18/2020

For more information about disclosure requirements and expectations as well as infusing EBP, please refer to the following link:

<http://www.asha.org/ce/for-providers/ResourcesForPresenters/>

Note also that relevant financial and/or non-financial disclosures or a statement that there are no relevant financial and/or non-financial relationships **must** be included at the beginning of the presentation.

Financial Relationship Disclosure Form

Course Planners/Instructional personnel have a **relevant** financial relationship if that relationship could influence the information presented in the course and could be perceived as a conflict of interest by learners.

Name: Jennifer Schultz

I am serving as (check all that apply): X Course Planner X Instructional Personnel (i.e., Presenter/Author/Content Creator)

Proposed Course Title: Fostering Learning and Growth in Supervision Through Psychological Safety

Date form completed: 10/18/2020

Please disclose your financial relationships that are relevant to the proposed course's content. *Remember to disclose any financial relationships stated in your biography that pertain to the course content. Also include speaking fee, meals, registration from SDSLHA in this section.*

Name of Company or Organization	Type of Financial Relationship (role or financial asset you receive)								
	Honoraria	Salary	Consulting Fee	Intellectual Property Rights	Speaking Fee	Royalty	Hold Patent on Equipment	Grants	Gifts
<i>Example: Proctor and Gamble</i>			X	X					
Mitchell Technical College		X							

Nonfinancial Relationship Disclosure Form

Course Planners/Instructional personnel have a **relevant** nonfinancial relationship if that relationship could influence the information presented in the course and could be perceived as a conflict of interest by learners.

Name: Jennifer Schultz

I am serving as (check all that apply): X Course Planner X Instructional Personnel (i.e., Presenter/Author/Content Creator)

Proposed Course Title: Fostering Learning and Growth in Supervision Through Psychological Safety

Please disclose your nonfinancial relationships that are to the proposed course's content. *Remember to disclose any nonfinancial relationships stated in your biography that pertain to the course content.*

Name of Company, Organization, Person or Thing	Type of Nonfinancial Relationship				
	Personal	Professional	Political	Institutional	Religious
<i>Example: Better Hearing for All</i>	<i>I am a member of the organization</i>			<i>Serve as chair for the ad hoc committee on universal coverage for hearing aids</i>	
SDSLHA		Member & 2020 President			