



SLP Collaborative Virtual: Essential Components of AAC Report Writing

Course Overview:

Effective AAC report writing is critical to ensuring students receive appropriate communication supports in a timely and coordinated manner. This course will walk participants through the foundational components of a well-structured AAC report, including documenting background information, assessment procedures, data analysis, and individualized recommendations. Emphasis will be placed on writing reports that are clear, actionable, and aligned with legal and educational standards. Participants will leave with practical tools and examples to improve clarity, consistency, and collaboration in their AAC documentation.

Objectives:

- Identify the key components required in a comprehensive AAC evaluation report, including background information, assessment data, and rationale for recommendations.
- Analyze sample AAC report excerpts to determine the clarity, completeness, and alignment with best practices and legal guidelines.
- Construct a written summary and recommendation section that effectively communicates AAC assessment results and supports informed decision-making by IEP teams.

Presented by:

Iván Campos, MS, CCC-SLP, Program Specialist

Date & Time:

November 5, 2025
1:30 - 3:30 p.m.

Registration begins at 1:00 p.m.

Location:

Virtual
A link will be sent to each participant prior to the training date.

Zoom Etiquette:

Participants must have their cameras on for the entire duration of the training to qualify for CE credits or receive a certificate of attendance. Training should be attended from a stationary location, free from distractions, with a focus on active participation and avoiding multitasking.

Cost:

Free

Registration:

Please register [online on OMS](https://sbcss.k12oms.org/52-269270)
(URL: <https://sbcss.k12oms.org/52-269270>).

Audience:

Speech-language pathologists, speech-language pathology assistants, interns, special education teachers and site administrators.

Level of Course Content:

Beginner

Special Accommodations:

Please submit any special accommodation requests at least fifteen working days prior to the training by notating your request when registering.

Continuing Education Units for SLPs and SLPAs:

For SLPs and SLPAs. This course meets the qualifications for two hours of continuing professional development credit for the California Speech Language Pathologists as required by the Speech Language Pathology, Audiology, and Hearing Aid Dispensers Board (SLPAHADB). The provider is California Association of Health and Education Linked Professions License# 444. Due to SLPAHADB requirements, participants must attend the entire two-hour course in order to receive continuing education credit. Please mail the \$5.00 payment, payable to SBCSS, by December 5, 2025, to the Desert Mountain SELPA, c/o Annette Chavez, 17800 Highway 18, Apple Valley, CA 92307. Please include your name as you want it displayed on the certificate, your state license number, and email address.

