

You want to be a hearing aid specialist?

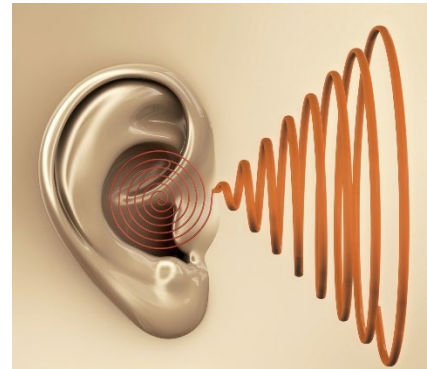
This guide is a simplified version of the training path needed to get a license in Oregon. For complete details, go to the Health Licensing Office (HLO) Advisory Council on Hearing Aids website:

<https://www.oregon.gov/oha/PH/HLO/Pages/Board-Advisory-Council-Hearing-Aids-License.aspx>.

Step 1: Get ready for training

Find a supervisor to train you. This supervisor/trainer must:

- Be willing to provide direct supervision for a trainee for no less than six (6) months and no more than one (1) year.
- Be actively licensed for four (4) years as an Oregon Hearing Aid Specialist or Audiologist.
- Have completed the International Hearing Society's (IHS) Distance Learning Program for Professionals in Hearing Sciences or has been Nationally Board Certified in Hearing Instrument Sciences for 3 or more years.



Step 2: Register with the Health Licensing Office as a trainee

Complete a Trainee Registration Application. This includes:

- Two forms of government-issued identification. The name on the identification **MUST MATCH** the name on the application and it **MUST** have a photo of you.
- An application fee.
- A Declaration of Responsibility, requiring supervisor's signature.

Step 3: Get the OK to start training

The HLO sends you:

- A letter that says you can begin your training.
- A packet that explains your training requirements; including all forms and applications you will need throughout the process.

Step 4: Learn

Under the direct supervision of your approved supervisor, you must complete:

- Theory training that includes the IHS Distance Learning Program.
- Practical training that includes 520 hours in the core competencies as specified in the trainee packet.
- The Hearing Aid Specialist Training program in no less than six (6) months and no more than one (1) year.

Step 5: Done training. What now?

Your supervisor must complete and sign the Certification of Training Form. You must submit this form with the IHS Distance Learning Certificate of Completion to the HLO.



You cannot keep working after training unless you apply for a Temporary Hearing Aid Specialist License, as your trainee registration becomes invalid once your training is complete.

To obtain a Temporary Hearing Aid Specialist License, you will need:

1. A supervisor to provide indirect supervision. This can be the same individual that provided your training, or another qualified individual. They must:
 - Be willing to supervise you.
 - Be actively licensed for three years as an Oregon Hearing Aid Specialist or Audiologist.
2. A completed Temporary License Application. This will include:
 - Two forms of government-issued identification. The name on the pieces of identification **MUST MATCH** the name on the application, and one **MUST** have a photo of you.
 - An application fee.
 - A temporary license fee.
 - Your supervisor's signature.
3. After receiving your application and fees, the HLO mails you your temporary Hearing Aid Specialist License which allows you to continue working under indirect supervision, while you are waiting to complete the required examinations.

Step 6: Required exams

1. International Hearing Society examination

This examination is administered through the IHS and the HLO will notify the IHS that you are ready to take the test after you submit your Certification of Training form.

- The IHS will contact you to schedule the exam and collect the examination fee.
- The IHS will send the HLO your exam results and then the HLO will notify you of your score.

2. Oregon Laws and Rules Examination

This exam is often taken the same day as the practical exam but can also be taken any time during normal testing hours:

- Monday – Friday: 9:00am-1:00pm

You must bring with you to the exam:

One form of government-issued identification. The name on the piece of identification **MUST MATCH** the name on the application and **MUST** have a photo of you.

- The exam fee

3. Practical examination

This exam is administered by the HLO four times a year and is by appointment only.

To take the exam, submit to the HLO:

- The All Boards Written and Practical Examination Application and the exam fee. These must be received at least 30 days before the scheduled exam.
- One government-issued photo identification (driver's license).

The HLO will send you a time and location for your exam. You will be given a list of supplies you will need to take the test.

Exam results will be sent to you in writing.

For more information and exam dates, go to:

<https://www.oregon.gov/oha/PH/HLO/Pages/Board-Advisory-Council-Hearing-Aids-License.aspx>.

Final Step: Get licensed

Complete and submit a Hearing Aid Specialist License Application. The best time to do this is when you are close to completing the examinations since all requirements will be met once the examinations have been passed. This includes:

- Two forms of government-issued identification. The name on the pieces of identification **MUST MATCH** the name on the application and one **MUST** have a photo of you.
- Your high school diploma or equivalent.
- The application fee.
- The license fee.

Upon receipt of your application, exam results, fees and any other required documentation, the HLO will mail you your permanent Hearing Aid Specialist License.