

University of Maryland, College Park

Department of Public and Community Health

HLTH 785 MPH INTERNSHIP

Instructor: Anne Anderson-Sawyer, M.A.
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Semester: Spring 2009
Classroom/Time: 7:00 – 9:00 pm SPH 0307
Internship Advisor: IAllen2@umd.edu
 Iris Allen

OFFICE HOURS
 Seminar Evenings 6:00 – 7:00 pm
 or by appointment

Prerequisite	This course is the MPH program capstone experience. All MPH courses, except HLTH 688 are prerequisites for HLTH 785.
Course Description	<p>The purpose of the internship is to enable students to gain practical experience as professionals under conditions conducive to educational development. The internship is a time-limited, supervised period of health education activities carried out in a health or allied health organization. The internship provides students with the opportunity to integrate and apply knowledge and skills obtained in the MPH program. Students gain practical experience in areas such as program planning, and implementation, program evaluation, public policy analysis, research, and management. Students identify their internship learning goals and select an agency that offers opportunities to achieve these goals.</p> <p>The internship includes three seminar sessions during the internship semester that are required for all students. During the seminars, interns discuss their progress, share experiences with the other interns, and participate in career development activities.</p>
Course Objectives	<p>The objectives of the internship experience are to:</p> <ul style="list-style-type: none"> • broaden student understanding of the functioning of health related agencies in the community setting; • integrate and apply MPH coursework to community-based practice or research; • analyze the role of health education and health educators in agency activities; • gain an understanding of the organization, administration, program activities, and problems of community health agencies; • improve student skills through on-the-job training; and • allow the student to assume specific responsibilities for planning, implementing, administering, and/or evaluating some specific part of the agency's program(s).

<p>Course Requirements</p>	<p><u>Completion of On-Site and Seminar Requirements</u> Interns must complete the required on-site minimum (10 hours/week for 15 weeks) and participate in the Seminar sessions. The course offers 3 credits.</p> <p><u>Internship Assignments</u></p> <ol style="list-style-type: none"> 1. Internship work plan 2. Bi-weekly emails with Internship Advisor 3. Networking contact log 4. Hours log 5. Portfolio and Individual presentation of portfolio 6. Intern's final evaluation of program 7. First and final evaluations completed by site supervisor <p>Evaluation/Grading Completion of all the on-site and Seminar assignments are required to receive a passing grade. Students must receive a minimum of "satisfactory" in each graded element to receive an overall passing grade. Interns must receive a "satisfactory" first and final evaluation by their site supervisor to receive an overall passing grade.</p> <p>Excellent = "A Range", Satisfactory = "B Range", Unsatisfactory = "C Range"</p>
<p>Course Policies</p>	<p><u>Completion of Seminar Assignments:</u> All Seminar assignments must be completed in a thoughtful, thorough manner. Weekly email exchanges are an opportunity for reflection, and must demonstrate effort in applying classroom learning to the worksite.</p> <p><u>Attendance Policy and Late Arrivals:</u> Attendance at the seminars is mandatory and part of the overall grade. Lateness is disruptive to the group and unprofessional in a work setting. Please make every effort to arrive in a timely manner.</p> <p><u>Accommodations for students with disabilities:</u> If you have a documented disability and wish to discuss academic accommodations, please talk to me as soon as possible. You will need documentation from Disability Support Service (314-7682.)</p> <p><u>Academic Integrity:</u> The University's code of academic integrity is designed to ensure that the principle of academic honesty is upheld. Any of the following acts, when committed by a student, shall constitute academic dishonesty:</p> <ul style="list-style-type: none"> ✓ CHEATING: intentionally using or attempting to use unauthorized materials, information, or study aids in an academic exercise. ✓ FABRICATION: intentional and unauthorized falsification or invention of any information or citation in an academic exercise. ✓ FACILITATING ACADEMIC DISHONESTY: intentionally or knowingly helping or attempting to help another to violate any provision of this code. ✓ PLAGIARISM: intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.

For more information see:

<http://www.inform.umd.edu/CampusInfo/Departments/PRES/policies/iii100a.html>

Religious Observances:

The University System of Maryland policy provides that students *should not be penalized because of observances of their religious beliefs; students shall be given an opportunity, whenever feasible, to make up within a reasonable time any academic assignment that is missed due to individual participation in religious observances.* **It is the student's responsibility to inform the instructor in advance of any intended absences for religious observance.**

Competencies

Please note that many of the CHES-based competencies are addressed in many internship experiences. Each intern's on-site time is specific to his/her agency, and therefore the CHES-based competencies addressed will be specific for each internship experience. Additional competencies for the Internship Seminar addressed are listed below. Interns will be able to:

- I.** Write a detailed work plan describing their educational and career goals and major internship projects that will help them achieve these goals;
- II.** Synthesize relevant MPH coursework as it applies to their internship responsibilities;
- III.** Demonstrate professional behavior and effective communication skills in the Seminar;
- IV.** Develop oral presentations and a professional poster presentation describing their internship projects;
- V.** Write an internship project report including the following sections: description of the public health problem they addressed, project goals/objectives, project approach, project findings, significance and application of findings, and project evaluation; and
- VI** Evaluate the internship experience as a means of achieving their career and learning goals.

**MPH INTERNSHIP (HLTH 785)
Spring 2009
TENTATIVE SYLLABUS**

DATE	TOPIC
SEMINAR #1 Wednesday, January 28 7:00 – 9:00 pm, SPH 0307	Hello and introductions! Review of expectations, requirements and assignments.
Monday, February 9	Email #1 Due (see attached “Guidelines for Bi-Weekly Emails”)
Wednesday, February 18	Draft Internship Work Plan Due – Email as an attachment
Monday, February 23	Email #2 Due
Monday, March 9	Email #3 Due
SEMINAR #2 Wednesday, March 11 7:00 – 9:00 pm, SPH 0307	First Evaluation from site supervisor Due Final Internship Work Plan Due – Bring hard copy Copy of signed Hours Log
Monday, March 30	Email #4 Due
Monday, April 13	Email #5 Due
Monday, April 27	Email #6 Due
SEMINAR #3 Wednesday, May 6 7:00 – 9:00 pm, SPH 0307	Individual Presentation of Portfolio Copy of Networking Contact Log Due Student Evaluation of Internship Experience Due Supervisor’s Final Evaluation Due Final Signed Hours Log Due
Wednesday, May 13 Student Union Location TBA	Graduation Luncheon Due to space constraints we regret that students cannot bring a guest to the luncheon.
NOTE: Your internship extends from January 29, 2009 – May 12, 2009	
BE SURE TO MAKE APPROPRIATE ARRANGEMENTS FOR SPRING BREAK 3/16-3/20	

