

PUH/ENH/EPI/HB/HCOP 697
Syllabus

Title: Public Health Internship

Instructor: Each student's advisor or designee serves as instructor for the internship. Advisors are involved in selection and approval of internship sites and special projects; development of documents for IRB approval, if necessary; supervision of the internship; and assignment of a final grade.

Credit Hours: 3

Meeting Time/Day: Class takes place in a field based setting for 180 hours over the course a semester.

Purpose: To enable MPH students to apply entry-level competencies acquired in the classroom setting to public health practice through experiential activities.

Description: The internship provides an opportunity for each student to work in a public health setting in a position that carries responsibility and is of particular interest. Each placement is different, but all depend upon completion of most coursework, the ability to work with minimal supervision, and acquiring permission of the student's SOPH advisor and on-site preceptor/supervisor. The MPH is a professional degree that prepares individuals to develop basic public health skills. The Council on Education for Public Health (CEPH), our accrediting agency, requires that each MPH student be able to demonstrate the application of these concepts through an internship experience that is relevant to his or her area of specialization. This experience must be appropriately planned, supervised, and evaluated. Students should have completed the core classes before registering for an internship, so that usually means internships are performed in the summer of the first year at the earliest. Some programs vary from this general policy. To be sure about when you are eligible to register for your internship, check with your department's program coordinator.

Objectives: At the completion of the Public Health Internship, the student will be able to:

1. Describe newly acquired knowledge in one or more specific public health area(s)
2. Apply one or more MPH competency(ies) with the skill expected from a practical experience
3. Apply one or more concentration competency(ies) with the skill expected from a practical experience
4. Demonstrate professional work habits

Competencies: The student and the internship advisor will identify an appropriate set of MPH and discipline-specific competencies to be accomplished through the field-based internship and the required activities and final product.

- **MPH Competency I.** Apply design and analytical methods to describe, implement, evaluate, and interpret research addressing public health concerns.
- **MPH Competency II.** Identify how environmental and occupational hazards impact health.
- **MPH Competency III.** Apply legal and ethical principles in public health research and practice.
- **MPH Competency IV.** Communicate public health issues, research, practice, and intervention strategies effectively.
- **MPH Competency V.** Design public health programs, policies, and interventions, including planning, implementation, and evaluation.
- **MPH Competency VI.** Discuss the history and structure of public health systems.
- **MPH Competency VII.** Assess public health concerns in diverse cultures and communities.

Grading: This course is graded as Pass/No Pass based on completion of all internship requirements, including the final project and poster presentation.

Disability Services: Any student with a disability that may need accommodations to successfully complete all requirements of this course should visit the Office of Disability Support Services, extension 4-4205. This office is responsible for registering students and ensuring the University's compliance with Section 504 of the Rehabilitation Act and the Americans with Disability Act. Once registered, this office will then inform faculty members of all courses in which the student is enrolled, of the student's status and the specific nature of any accommodations required. Any student requiring such accommodation should discuss this with the course master and assure that the appropriate correspondence is sent from the Office of Disability Support Services.

Title IX: The University of Alabama at Birmingham is committed to providing an environment that is free of bias, discrimination, and harassment. If you have been the victim of sexual discrimination, harassment, misconduct, or assault we encourage you to report the incident. UAB provides several avenues for reporting. For more information about Title IX, policy, reporting, protections, resources and supports, please visit <http://www.uab.edu/titleix> for UAB's Title IX Policy and UAB's Equal Opportunity and Anti-Harassment Policy.

Honor Code: As a student in the School of Public Health, you are subject to the School of Public Health Student Honor Code which can be found at <http://www.soph.uab.edu/students/honorcode>. You are responsible to understand the contents of the Honor Code and to abide by it. Academic Dishonesty: Plagiarism is the undocumented use of other authors' words, texts, images, and ideas that don't come from your own head. Making up sources, altering numbers, statistics, or just a few words of a document is considered plagiarism. Poor documentation or paraphrasing of a source is also considered plagiarism. Plagiarism in this course is taken seriously; any violations will be punished to the full extent allowable under the School of Public Health Honor Code. All

assignments will be submitted through the Turn-It-In system to document the originality of your contributions to the class.

REQUIREMENTS

1. Review the internship requirements and timeline with your internship coordinator (email or in-person meeting is acceptable)
2. Complete all internship requirements as outlined in the Internship Agreement (including all required forms)
3. Students must complete a minimum of 180 contact hours with the organization during the semester in which they register for the internship.
4. **Mid-Point Meeting:** The mid-point meeting is an opportunity for you to reflect on where you are in your internship and evaluate what needs to be done for you to gain the most out of your experience. Approximately halfway through the internship, you will complete the mid-point meeting worksheet via the InternTrack System. The student should set up a time to meet with your site supervisor and faculty advisor to review this information. The both the internship supervisor and faculty advisor will need to confirm the meeting took place.
5. **Final Project:** The final project will consist of a paper that addresses the objectives, activities and competencies and is at least 5 pages in length. It is due during the last week of the semester (the internship coordinator will give you the actual date).
6. **Poster Session:** All students must prepare a poster presentation to be displayed and presented in the School on the last Friday of the semester (actual date to be determined each semester). Detailed instructions will be available from your program coordinator and are posted to the Internship website. Exceptions to attending the poster session will be considered on a case by case basis through your program coordinator or internship advisor (for example, students who are in another state or country); however, the poster should still be created and presented even if unattended.
7. **Final Evaluations:** This evaluation will be very important in determining the value of your work experience for both yourself and other students who may wish to follow you in the same situation.

CHECKLIST

- Check with your department's program coordinator for any special department/program requirements
- Identify, choose, and consult with a faculty internship advisor
- Apply for an internship. This internship can be one that is coordinated through the school (either HireABLazer - UAB's Career Management Site or Get a Handle Student

Newsletter). You may also identify your own opportunity. All internships must be approved by your faculty advisor.

- Complete and submit “UAB School of Public Health Internship Description & Agreement Form” via InternTrack
- If necessary, complete and submit IRB Approval Form
- If international student, complete and submit appropriate form to the International Scholar and Student Services Office
- If you are traveling abroad at any point during your internship, register with UAB Education Abroad
- Have both your site supervisor and faculty advisor electronically approve your Internship Description and Agreement Form via InternTrack
- Contact your Program Coordinator and register for your internship in BlazerNet
- Formally check in with your site supervisor and faculty advisor during a mid-point meeting approximately halfway through the internship. Have your preceptor complete a midpoint evaluation and confirm the midpoint meeting. Have your faculty advisor confirm the midpoint meeting.
- Submit final evaluation forms and final product(s) last week of semester to your program coordinator
- Submit and attend poster session in InternTrack