Overview

• Purpose and Benefits
• Internship Policies
• Requirements
• Paperwork
• Where/How to Apply (HireABlazer & InternTrack)
• Suggested Timeline
• Highlight Organizations and Programs
Purpose and Benefits of Internships

Purpose:
• Demonstrate your understanding of the concepts and skills relevant to your area of specialization in public health

Benefits:
• 50% of employers surveyed indicated new hires completed an internship and/or co-op with their company (1)
• 76% of employers prefer candidates with relevant work experience. (2)
• 70% of students who intern receive permanent job offers; 73% accept (2)

(2) NACE Experiential Education Survey, March 2008
Internship Policies

• Core classes must be completed
• 3 credit course – register under your Faculty Advisor at the SOPH
• A final grade will be awarded by the faculty internship advisor. All internships are graded on a Pass/No Pass basis.
  ▪ Grades assigned based on completion of Final Paper, Internship Poster, and evaluations.
Requirements

• The focus must be public health and community (population health)
  ▪ Should not be primarily research or administrative tasks
  ▪ Applied practice experiences may involve governmental, non-governmental, non-profit, industrial and for-profit settings or appropriate university-affiliated* settings.

*To be appropriate practice experiences, university-affiliated settings must be primarily focused on community engagement, typically with external partners. University health promotion or wellness centers may also be appropriate.
Requirements (cont.)

- Must align with at least five (5) MPH competencies, of which at least three (3) must be MPH foundational competencies
- Complete a minimum of 180 contact hours during the semester
- Complete all required documentation in InternTrack
  - Internship Agreement and Description, Evaluations, Final Paper, Internship Poster Session
Requirements (cont.)

• International students have additional documents to complete (contact International House for MPH internships).

• If you are completing your Internship Abroad or traveling abroad for your internship, you must register with UAB Education Abroad.
Required Paperwork

• Internship Description and Agreement
  – YOU CANNOT START YOUR INTERNSHIP BEFORE YOU ARE REGISTERED and
  – YOU CANNOT REGISTER IN BLAZERNET BEFORE SUBMITTING
  – Approved by your faculty advisor and your site supervisor (preceptor)
  – Must be completed prior to the start of the semester in which you will be completing your internship
  – Located online at www.soph.uab.edu/interntrackv2
Required Paperwork (cont.)

• When completing your Internship Description and Agreement
  ▪ Description of project and your role in the project
  ▪ List activities you will be performing during your internship and describe how theses activities complement MPH foundational and concentration competencies
  ▪ Preceptor information
  ▪ IRB Approval, expected start/end date, expected number of hours spent on site
Other Required Documentation

• **Halfway through your Internship** (approx. 90 hours on site)
  - Complete the Student Midpoint Meeting Form
  - Request your Site Supervisor complete the online Midpoint Evaluation
  - Initiate Midpoint Meeting with Faculty Advisor and Site Supervisor to discuss these forms

• All documents must be submitted via InternTrack at [www.soph.uab.edu/interntrackv2](http://www.soph.uab.edu/interntrackv2)
Other Required Documentation

- **Final Evaluations** (once internship is complete)
  - Student Evaluation of Internship
  - Site Supervisor Evaluation of Intern
- All documents must be completed prior to the end of the term via InternTrack.
Preceptor Responsibilities

• Your preceptor will:
  ▪ Electronically approve your Internship Description and Agreement
  ▪ Complete a midpoint and final evaluation
  ▪ Confirm your midpoint meeting

• All forms are located within InternTrack.
Preceptor Registration

• UAB Employees
  ▪ Log-in to InternTrack with BlazerID and password and notify OPHP (ophp@uab.edu) once they logged in.

• Non-UAB Employees
  ▪ Complete the complete the Preceptor Registration Form:
    http://www.soph.uab.edu/interntrackv2/preceptor_registration
Deliverables

• Final Paper:
  ▪ 5 page minimum (double-spaced, 1” margins, Times Roman)
  ▪ Must be uploaded in InternTrack by due date
  ▪ Paper requirements can be found on the UAB SOPH Field Placement website: https://www.soph.uab.edu/fieldplacements/students/policies

• Final Poster:
  ▪ You must attend the internship poster session the semester you complete your internship
  ▪ Must be uploaded in InternTrack by due date
Poster Requirements

- Formatted using a PowerPoint poster template
  - Size requirements: 36”x48”

- Components of Poster
  - Name, department, and name of organization where you completed your internship
  - Dates of your Internship
  - Description of Internship
  - Competencies and Corresponding Activities
  - Lessons Learned (results, professional or personal growth, academic achievements, etc.)
The Poster Session

• Each student must complete a poster.
• Once you have completed your poster, you will need to print your poster.
• Visit the Field Placement website for on campus print options. Look under section “For Students → Poster”
  http://www.soph.uab.edu/fieldplacements/students/poster
• We will supply a board for your to tack your poster during the poster session

Alternative Poster Session: Eligible students may submit a request for an alternative poster option in InternTrack. Eligibility: students who are still completing internships internationally/out of state, unable to attend due to medical reasons, and and/or completing their residency program at the time of the poster session.
General Timeline

• Online at the UAB SOPH Field Placement website under section “For Students”
  https://www.soph.uab.edu/fieldplacements/students

• Timeline is also in InternTrack

• Suggested timeline – but recognize that each organization may be a bit different
Where is this information online?

https://www.soph.uab.edu/fieldplacements/
How do I find my Internship?

• “Get a Handle” students newsletter
• HireABlazer (UAB Career and Professional Development database)
  https://www.uab.edu/students/cpd/hire-a-blazer
• Field Placement website – past internship sites
• Networking events
• Seminars
• Volunteer
Organizations

- 1917 Clinic
- Autism Society
- ADPH
- JCDH
- Aletheia House
- American Heart Association
- Cahaba Valley Healthcare
- Children’s Hospital
- CDC
- Comprehensive Cancer Center
- Coosa Riverkeepers, Inc.
- Indian Health Services (nationwide)
- Jackson Heart Study
- Pack Health
- UAB CaRES
- UAB Wellness
- United Way of Central AL
- US Pipe
- And many more!
Questions?