

**MPH 6903 FIELD PLACEMENT INTERNSHIP**  
**Fall 2009**

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**Course description**

Welcome to MPH 6903. This is a 240 hour field placement internship that will provide you with the experience and the opportunity that you will need to integrate and demonstrate the application of academic knowledge with learned public health core competencies in professional practice settings through exposure to one or more core functions of essential public health services. This is a three credit hour course and satisfies a core requirement. Completion of MPH core coursework is required prior to enrolling in this class. No text is required.

**Course Prerequisites**

Prior to beginning your internship, you will need to have the following in place and/or complete:

1. Attended at least one MPH 6903 information session.
2. Preceptor and project approval by Field Placement Director. Preceptor CV sent electronically to the teaching assistant
3. A completed preceptor acknowledgement form.
4. A Universal Affiliation Agreement/ECU Contract with the agency you will work with.

**Evaluation & Grading**

Your internship grade will be assessed based on the following criteria:

20%	Written proposal
10%	Scheduling, Directions & Time Log
15%	Mid-term evaluation
15%	Final presentation
20%	Final evaluation
20%	Portfolio

**\*1 bonus point** will be added to your final grade for completing the **Student Evaluation of Field Placement**

**\* $\frac{1}{4}$  and  $\frac{3}{4}$  Conference Calls**

### The proposal (20%)

The proposal is due by the end of the first week of your internship. The proposal should address the following items:

- An overview of the organization (mission & goals)
- Background information on the topic(s) you will address through your internship
- The aims of the project you will be working on.
- Personal objectives.
- An explanation on how you will address 12 of the 17 MPH Field Placement competencies. (see below)

1. Describe the role of social and community factors in both the onset and solution of public health problems
2. Identify individual, organizational, and community concerns, assets, resources and deficits for social and behavioral science interventions
3. Use evidence-based approaches in the development and evaluation of social and behavioral science interventions
4. Describe steps and procedures for the planning, implementation and evaluation of public health programs, policies and interventions
5. Develop cogent and persuasive written materials regarding public health topics
6. Deliver oral presentations using recognized criteria for effective information dissemination
7. Demonstrate sensitivity to varied cultural, ethnic, and socioeconomic backgrounds of individuals and groups, including: education, health, literacy, race, gender, age, profession, political preferences, health conditions, religion/spirituality, place of origin, sexual orientation and lifestyle
8. Recognize the varied levels of health access among individuals and within communities
9. Provide examples of visions, missions and core values for an organization
10. Encourage commitment to teamwork
11. Demonstrate basic negotiation and conflict management skills
12. Apply ethical principles in both personal and professional interactions
13. Apply evidence-based concepts in public health decision-making
14. Prepare a program budget
15. Monitor program performance and intervention fidelity
16. Prepare proposals for funding from internal and external sources
17. Outline the ten essential public health services and their application to the major disciplines of public health

You are responsible for writing the proposal. It should be approximately 1-2 pages in length, single spaced, 1" margins. Please cite your work.

### **Schedule, Directions & Time Log (10%)**

Internship evaluation dates, times and locations should be decided by the end of the second week of your internship. You will need to collaborate with the course teaching assistant and your preceptor in order to determine the best dates for the following requirements:

- Midterm evaluation (30 min)
- Final evaluation/presentation (60 min)

Please include accurate directions to the internship agency and any additional information that should be used for planning the evaluations.

Students are expected to keep a daily log of their internship activities and number of hours worked. An original hard copy of the time log, signed and initialed by your preceptor, is due at the midterm evaluation and the final evaluation.

### **Midterm Evaluation (15%)**

Your midterm evaluation will take place between you, your preceptor and Ms. Little. The midterm evaluation will be held at the internship site. This is an opportunity for the preceptor and Ms. Little to provide feedback on your progress. You do not need to prepare a presentation for this evaluation. Please print the midterm evaluation form for your preceptor and have them complete it prior to meeting with Ms. Little.

### **Final Presentation (15%)**

Your final presentation will take place immediately prior to your final evaluation. It is preferred that the presentation and evaluation take place at the internship site. The presentation should last 20 min. Typically, the presentation is delivered through PowerPoint, though other presentation mediums may be used. This should be a summary of your accomplishments throughout MPH 6903, as well as an opportunity for you to share thoughtful recommendations.

### **Final Evaluation (20%)**

The final evaluation should occur immediately after your final presentation. At this time, your preceptor and Ms. Little will evaluate your overall performance and mastery of competencies. The evaluation should take approximately 40 minutes. You will have an opportunity to provide feedback during this time. Please print the final evaluation form and bring with you to the evaluation. Do NOT have your preceptor complete the form. You, your preceptor and Ms. Little will complete this together.

### **Portfolio (20%)**

The internship portfolio is due at the final evaluation/presentation. Please prepare two (2) portfolios, one for yourself and the other for Ms. Little to have on file for accreditation purposes.

An internship portfolio is a compilation of the important points of your internship experience. The portfolios should include thoughtful documentation of your internship progression, reflections and other related experiences. Your portfolio will be reflective of personal and project development. You are not limited to a specific medium for your portfolio; your portfolio can consist of materials such as: procedure logs, video consultations, peer assessments, pamphlets, letters, essays, etc. Keep in mind: a well crafted portfolio will not only benefit your internship project- it may give you an advantage when applying for jobs as well.

For additional information on how to prepare your internship portfolio, please visit the Field Placement webpage located on the Department of Public Health website ([www.ecu.edu/dph](http://www.ecu.edu/dph)).

**\*Student Evaluation of Field Placement- 1 Bonus Point added to final grade**

Complete the student evaluation once you have met the 240 hour course requirement. Bring the completed form to your final evaluation. Honest, accurate, and descriptive evaluations will better help the department serve future students. Your comments can not harm your final grade.

**\*1/4 and 3/4 Conference Calls**

Ms. Little holds the right to request 1/4 and/or 3/4 conference calls, if deemed necessary. These conference calls may involve you, your preceptor and Ms. Little, or any combination of the three. These will be graded on a case-by-case basis.

**Grading: Based on a 7-point scale**

94 + = A

82-93 = B

81-75 = C

## **Class Policies**

### **Timelines**

Student work is expected by the due date designated in the syllabus--5 points will be deducted for each day an assignment is late.

### **Incomplete grades**

Students generally have incompletes if they are unable to complete their 240 hour internship requirement during the semester that they are enrolled in MPH 6903. Your incomplete will be waived after you have successfully completed all of the internship requirements. Once the replacement grade is submitted by the Department of Public Health to the registrar's office, the change on your transcript should occur within several weeks to several months.

\* NOTE: Incompletes may be negotiated on a case by case basis. Graduate School policy dictates that "Incompletes" left unresolved will revert to a grade of "F".

### **Academic Integrity**

Academic integrity is expected of every East Carolina University student. Academically violating the Honor Code consists of the following:

- Cheating: The giving or receiving of any unauthorized aid or assistance or the giving or receiving of unfair advantage on any form of academic work.

- Plagiarism: Copying the language, structure, ideas, and/or thoughts of another and adopting those as one's original work.
- Falsification: A statement of untruth, either verbal or written, regarding any circumstances relating to academic work.
- Attempting any act which if completed would constitute an academic integrity violation as defined above.

Procedures governing academic integrity violations are described in the student handbook called the Clue Book. A printed version of the Clue Book is available from the Division of Student Life, Mendenhall Student Center Information Desk, Office of University Housing Services, Neighbor Offices, the Office of the Associate Vice Chancellor for Student Success, and the Office of the Vice Chancellor for Student Life.

No student may drop the involved course or withdraw from school prior to resolving an academic integrity charge.