NYU Department of Nutrition, Food Studies, and Public Health

Course Syllabus
E33.2360.001: Internship & Seminar in Public Health

Professor: Yumary Ruiz, PhD, MPH   Office: 35 W. 4th Street, Room 1213
Phone: (212) 998-5456      E-mail: yr24@nyu.edu
Open Office Hours: Tues & Thurs 1-3pm

Class: Wed 4:55-6:35 OR 6:45-8:25 in Educ 1231

Course Description:
The internship is a culminating experience that broadens students' exposure to public health practice, facilitates valuable work experience, and increases students' knowledge of specific career opportunities. Placements are semester long (180 hours) and are meant to provide students with the opportunity to observe a public health professional in practice, complete a public health project that is mutually beneficial to the student and the organization, and synthesize knowledge and skills into public health practice. In addition, the experience allows a student to practice his/her public health competencies and prepares the student for employment in various public health organizations.

Course Objectives:
• apply in practice the knowledge and skills from public health courses;
• observe a public health professional or public health practice;
• enhance basic leadership skills and skills in establishing interpersonal relationships;
• enhance critical thinking skills, analytic skills, and problem solving skills;
• function as a pre-service public health professional;
• provide a contribution to the internship site through the completion of an appropriate public health project or task.

Prerequisites:
Twenty three credit hours in Public Health courses. The course may only be added with the consent of the student’s academic advisor as well as course instructor/internship director (both of whom must sign a completed internship course contract).

Requirements:
The Public Health Internship requires the student to:
1. complete a minimum of 180 hours with the internship organization;
2. develop a work plan that identifies measurable and realistic objectives for his/her internship experience and complete an appropriate public health project for the internship organization;
3. practice a variety of public health competencies;
4. submit weekly blackboard reports, engage in weekly blackboard discussions, provide in-class presentation on public health issues and/or methodology being used through the internship experience, submit one final report regarding the
internship experience, professional development issues, and other public health issues; and provide an oral poster presentation based on final report.
5. attend 4 course seminar sessions (and conduct poster oral presentation on “reading day” at end of the semester celebration event) with assignments and discussions or complete distance learning activities, upon approval;
6. be evaluated by internship preceptor and submit preceptor evaluations.

Communication:
The internship director/course instructor will conduct site visits as needed during the semester to (1) assess student progress, (2) observe the student implementing a program, and/or (3) provide guidance, as appropriate. Telephone or e-mail contacts will also be utilized to monitor the internship experience. The student will contact the preceptor and internship director/course instructor with any questions or concerns at any time during the internship. The student, preceptor and course instructor will have continued communication throughout the internship in regard to the student’s progress or any areas of success or concern. Additional information and guidance will be provided during the semester related to student expectations and assignments for the Public Health Internship. Organization supervisors and students with questions or comments are encouraged to contact the internship director/course instructor.

Student Responsibilities/Assignments:
1. **Blackboard Weekly Journals Submissions and Blackboard Group Discussions**
   (The Weekly Journal should be typed at the end of each week and posted to the Course discussion board by **12 pm every Monday**):
   **Weekly each student will:**
   - Submit weekly journal submission that should not be more than 200 words in length and should highlight ‘substantive activities’ that have helped you meet your internship goals and objectives (e.g., meetings attended, data/information collected, observations made, work sessions attended, programs given, lessons given, materials created, etc.).
   - Conclude each journal report with a **suggestion AND question**.
   - Read and comment on everyone else’s Weekly Journal. You may comment on the ‘suggestion’ made or you may respond to the ‘question’ asked or you may make a general comment or ask another question.

   **At the end of the week:**
   - Students **must** review their own ‘discussion thread’ and add a personal response to the **next week’s journal**.

   **Every week, a Journal Leader(s) will be responsible for:**
   - Maintaining group discussion.
   - Making sure every group member is participating and responding appropriately.
   - Generating and submitting a summary of the week’s discussion to the Course Discussion Board. Labeled “Summary of Week #” **by 12pm every Sunday**.

**Guidelines: Weekly Journal**

Your blackboard journal submission should include, but not be limited to, the following:
• A discussion of the week's major responsibilities, accomplishments, and progress (i.e., what have you done this week, including the products or projects you have completed)
• Discuss any lessons you have learned this week that have advanced your understanding of public health practice or has made an impact on you professionally.
• Are your internship activities relating to your work plan? If so, how? If not, what adjustments are needed?
• Are you on schedule with your work plan? Explain.
• Your response to the weekly topic posted by the faculty coordinator (if appropriate). These topics vary each week and are relevant to your role as an intern.

2. **Internship Final Report** Prepare and submit an Internship Final Report on your main internship project (i.e., the main objective as indicated in your internship (learning contract= appendix E).

• This report should be a reflective summary of your fieldwork experience; and more importantly, a summary of the insights and professional growth you experienced in the role of a pre-service public health professional. Your report will be used in determining your course grade so please be as specific as possible. Include a copy of any major reports, program materials, or other written products of your internship.
• Quality is more important than quantity and your paper should demonstrate your professional competence. However, the report should be no more than 15 double spaced pages of narrative, with additional pages for references, data display, or other relevant materials (e.g. surveys, developed materials, etc.), following APA referencing format.
• Each report will be evaluated on the student’s understanding of the health issue, the selection of appropriate methods to address the issue, the quality of the product or work produced for the organization, and correct grammar, punctuation, and spelling in all written work. Your report should have a clear structure. Your writing must demonstrate that you have established some clear connections between the public health approaches learned in class, to public health intervention development occurring in practice.

**Guidelines: The Internship Final Report (includes FIVE sections):**

**SECTION I.** Title of Internship Project with abstract (abstract should not exceed 150 words)

**Part a.** Name of organization and preceptor where internship was served. Provide a description of the organization and preceptor, including the levels of the organizational chart, summary of the mission, goals and objectives of the department or divisions leading to your specific division or department; your preceptor's role in helping to address the health issue; and your preceptor's work towards accomplishing the division's goals.

**Part b.** Nature of the public health issue being addressed by the Internship site and division
Part c. Purpose of the Internship Project including an introduction and justification of the project based on a review of professional and research literature and other criteria.

Part d. Description of the project including how the project was carried out- what, where, when, how, with whom, etc., (i.e., what did you do). Include problems encountered in carrying out the project and how they were addressed. This should be a major part of the report and should reflect the public health skills and competencies learned in NYU's Community Health Program.

Part e. Results obtained- expected and unexpected review of findings and observations

Part f. Discussion of the Project including an explanation of how the results/outcomes relate to the professional literature and how they apply to professional practice.

Part g. Significance of the project including an introspective examination of how the experiences in NYU's CPH Program contributed to the student’s learning, professional growth and development of public health skills.

SECTION II. Summary of Additional Internship Roles & Responsibilities

Part a. Copy of up to date/ current/ revised Learning contract (appendix E).

Part b. If your learning contract changed provide a discussion of how your internship learning contract changed and how the changes contributed or did not contribute towards student learning.

SECTION III. Reflection of Internship Experience:

Part a. Personal Internship Goals & Objectives
i. A discussion of how you did or did not accomplish the goals/objectives outlined in your MPH internship personal statement (appendix C).
ii. Changes in your strengths or weaknesses after your internship. Do you have any suggestions on how to improve your identified weak areas?
iii. How would you GRADE YOURSELF, and why?

Part b. Professional Skills Internship Goals & Objectives
i. A discussion of how you did or did not accomplish the objectives outlined in your internship learning contract (appendix E).
ii. Discuss how you connected classroom knowledge to the field work experience.
iii. Your work towards becoming competent in the core competencies for public health professionals. What competency areas did you address, and did you improve in some of these areas?

Part c. Career Internship Goals & Objectives
i. What you have learned about yourself in relation to your professional and academic skills (e.g., your work habits, management styles, interpersonal skills).
ii. How have you strengthen or revised your career goals? Elaborate.

SECTION IV. References (USING APA Style): a complete and appropriate list.

SECTION V. Appendices including supporting documents and copies of project deliverables. If a document (e.g., a survey, a report to an agency, a literature review analysis) was created as part of the project, include the document here for reference.

3. Final Poster oral presentation is an opportunity to present your internship experience to classmates, department faculty, and agency preceptors. You are expected to invite and encourage your agency preceptor to attend.

• Presentations should not exceed 5 minutes. Please note: Deductions will be taken for going over the allotted 5 minutes! After oral poster presentation- presenters must be available for audience questions.
• We will discuss set-up in seminar.
• Audience member handouts are to be available (~25).
• The format for the poster oral presentations will follow that of your internship final report.

4. In-class presentations: Students will draw from discussions with preceptor and fieldwork experience to conduct one in-class presentation on one of the following topics:

   a. Demonstrate the magnitude, severity, and preventability of your particular health issue as it relates to your particular community.
      i. Conclude by briefly providing recommendations for what action should be taken
   b. Show how and under what conditions (e.g. settings) your particular program, intervention and/or policies are being planned, implemented, and evaluated.
      i. Briefly begin presentation by showing the information or work that informed and supported the organization’s decision to implement your particular program/intervention/policy.

5. Preceptor evaluations: details will be posted on blackboard

Grading:
Grades will be determined by:

• Agency Preceptor’s Evaluation (including mid-term if appropriate and final) 15%
• Final Report 25%
• Oral Presentations (including seminar and poster presentations) 25%
• Participation (including blackboard journal exercises and journal leadership duties) 35%
For those students doing an internship abroad (outside of the local area), more weight will be given to the final report (50%), the Agency Preceptor’s Evaluation (15%), while participation (including blackboard Progress Reports, discussion and blackboard team leader activities) will be worth (35%).
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<tr>
<th>Date</th>
<th>Activity</th>
<th>Assignment</th>
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<tr>
<td>Jan 23</td>
<td>Seminar</td>
<td>Introductions, review of internship expectations, &amp; public health competencies</td>
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| Jan 30     | Field work | **DUE 12pm every Monday:** Weekly report and discussion group submission: Blackboard  
|            |          | **Due 12pm every Sunday:** Journal Leader summary                           |
| Feb 6      | Fieldwork | **DUE 12pm every Monday:** Weekly report and discussion group submission DUE: Blackboard  
|            |          | **Due 12pm every Sunday:** Journal Leader summary                           |
| Feb 13     | Seminar  | Student Presentations: The public health issues student’s are addressing through their internship projects. |
| Feb 20     | Fieldwork | **DUE 12pm every Monday:** Weekly report and discussion group submission DUE: Blackboard  
|            |          | **Due 12pm every Sunday:** Journal Leader summary                           |
| Feb 27     | Fieldwork | **DUE 12pm every Monday:** Weekly report and discussion group submission DUE: Blackboard  
|            |          | **Due 12pm every Sunday:** Journal Leader summary                           |
| Mar 5th    | Seminar  | Student Presentations: methods used by organizations to address their specific issue of concern, in particular those methods being used by student interns  
|            |          | **Due: Mid-semester Preceptor evaluations (to be conducted by Dr. Ruiz)**     |
| Mar. 12    | Fieldwork | **DUE 12pm every Monday:** Weekly report and discussion group submission DUE: Blackboard  
|            |          | **Due 12pm every Sunday:** Journal Leader summary                           |
| Mar. 19    | Fieldwork | Spring Break                                                               |
| Mar. 26    | Fieldwork | **DUE 12pm every Monday:** Weekly report and discussion group submission DUE: Blackboard  
<p>|            |          | <strong>Due 12pm every Sunday:</strong> Journal Leader summary                           |</p>
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<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>Apr. 2</td>
<td>Seminar</td>
<td>Sharing experiences, discussion on the practice of public health &amp; address questions regarding final paper &amp; presentation</td>
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<td>Apr. 9</td>
<td>Fieldwork</td>
<td>Free week to work on final report &amp; oral poster presentation</td>
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<td>April 16</td>
<td>Fieldwork</td>
<td>Free week to work on final report &amp; oral poster presentation</td>
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<tr>
<td>Apr. 23</td>
<td>Fieldwork</td>
<td>Free week to work on final report &amp; oral poster presentation</td>
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<tr>
<td>Apr. 30</td>
<td>Fieldwork</td>
<td>Due: Final Preceptor Evaluations (students are responsible for ensuring that preceptor evaluations are turned in by April 30th)</td>
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<td>Due: Internship Final Report</td>
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<td>TUES. MAY 6</td>
<td>End of the year celebration</td>
<td>Due: Oral Poster Presentation</td>
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<td>Location: Steinhardt Education. Bldg. 10th flr, rm. 1080 5:30-8:30 pm</td>
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<td>Hors D’oervres &amp; beverages will be served</td>
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Session Two: Emily Douglas & Lauren McCullagh  
Session Three: Andrew Hart & Vanessa Dumont  
Session Four: Molain Saintilus & Domingo Moronta  
Session Five: Maggie Piper & Shoshana Rosenberg  
Session Six: Nyah Molineaux & Christine Kim  
Session Seven: Francesca Mueller & Michelle Martelle