



Undergraduate Internship/Capstone Agreement Form

PLEASE DOWNLOAD THIS FORM BEFORE FILLING IT OUT

INSTRUCTIONS

- Download this form and save it on your computer.
- Type in the requested information in the fillable form below and save the form.
- Email the completed electronic form to your internship/capstone supervisor with a request that they add their electronic signature, then return the form to you.
- The form should now have two signatures, yours and your supervisor's. Send the form to your faculty advisor for his or her review and signature. The faculty advisor should send the signed form on to the internship/capstone coordinator for the final signature. If your faculty advisor sends the signed form back to you, please email it to your internship/capstone coordinator. All four signatures (including yours) are required before you can begin working on your internship.

FACULTY ADVISORS

Community Health
Charity Bishop (charbish@iu.edu)

Environmental Health Science
Dr. Steven Lacey (selacey@iu.edu)

Epidemiology
Tim McFarlane (timmcfar@iu.edu)

Health Data Science
Dr. Spencer Lourens (slourens@iu.edu)

Health Services Management
Sarah Johnson (shm@iu.edu)

INTERNSHIP/CAPSTONE COORDINATORS

Community Health
Charity Bishop (charbish@iu.edu)

Environmental Health Science
Latoria Thomas-Lee (thomalat@iupui.edu)

Epidemiology
Tim McFarlane (timmcfar@iu.edu)

Health Data Science
Dr. Spencer Lourens (slourens@iu.edu)

Health Services Management
Sarah Johnson (shm@iu.edu)

STUDENT INFORMATION

Student Name:

Student Email:

Major: Community Health Environmental Health Science Epidemiology Health Data Science Health Services Management

Student ID No.:

INTERNSHIP/CAPSTONE SITE INFORMATION

Internship/Capstone Site:

Supervisor's Name:

Supervisor's Job Title:

Supervisor's Phone:

Supervisor's Email:

Internship/Capstone Site Mailing Address:

City:

State:

Zip:

DURATION AND ENROLLMENT INFORMATION

Internship/Capstone Start Date:

Approximate End Date:

Semester of Enrollment:

Select the semester during which you want to enroll in the internship/capstone course, You cannot retroactively add courses to previous terms.

Course and Credits Desired:

Community Health majors must enroll in PBHL-S499 for 3 credits. Environmental Health Science majors must enroll in PBHL-A380 for 3 credits. Health Services Management majors will enroll in PBHL-H380 for 1-3 credits. You must work 80 hours to earn 1 credit, 160 to earn 2 credits, and 240 hours to earn 3 credits. The credit cannot be increased or decreased after you have enrolled.

BRIEF DESCRIPTION OF INTERNSHIP/CAPSTONE EXPERIENCE

INTERNSHIP/CAPSTONE OBJECTIVES

List a minimum of 3 learning objectives for your internship/capstone experience and link them to one or more of your major's competencies listed at the end of this form.

COMPETENCIES

SPECIFIC ACTIVITIES OF THE INTERNSHIP/CAPSTONE

List 3 to 5 priority projects, duties, and/or responsibilities you will have in this internship/capstone in bullet point format. Please keep descriptions brief.

SIGNATURES

Please provide your electronic signature by typing your name and the date below.

Student's Signature:

Supervisor Qualifications

1. Supervisor meets one of two educational requirements: Graduate/professional degree, or baccalaureate degree plus a minimum of three years of work experience in his or her current position.
 2. Supervisor has adequate decision-making authority at the internship/capstone site.
 3. Supervisor will ensure that 50-75% of the student's time will be focused on the learning objectives outlined in the previous description.
 4. Supervisor is committed to devoting sufficient time to teach and supervise the student.
- I have read the Supervisor Qualifications listed above and meet all four qualifications.

Internship/Capstone Supervisor's Signature:

Faculty Advisor's Signature:

STUDENT ELIGIBILITY REVIEW

Community Health

- Senior Standing
 Cumulative 2.5 or higher GPA
 Completed S415

Health Data Science

- Sophomore Standing
 Cumulative 2.5 or higher GPA
 Completed at least one semester at IUPUI
 Completed PBHL-B 275 and PBHL-B 280

Environmental Health Science

- Sophomore Standing
 Cumulative 2.5 or higher GPA
 Completed at least one semester at IUPUI

Health Services Management

- Sophomore Standing
 Cumulative 2.5 or higher GPA
 Completed at least one semester at IUPUI

Internship/Capstone Coordinator's Signature:

BSPH CORE COMPETENCIES

- PH1. Describe the core functions, values and principles of public health.
- PH2. Utilize data and apply methods to characterize the public's health.
- PH3. Identify determinants of health that contribute to health disparities and health equity.
- PH4. Demonstrate skill in effective public health communication.
- PH5. Design solutions to address public health problems.

COMMUNITY HEALTH PROGRAM COMPETENCIES

- C1. Recognize the social determinants of health that impact individuals and communities.
- C2. Explain and apply the principles of epidemiology, biostatistics, environmental health, health care systems, and health policy in public and community health.
- C3. Describe the historical role of public health nationally and globally, and identify and understand current and future public health challenges faced by the U.S. and the world.
- C4. Select, collect, correctly interpret, and apply quality data for assessment and planning in individual and public health.
- C5. Plan, administer, manage, and evaluate community health promotion interventions and programs.
- C6. Implement community health promotion interventions and programs.
- C7. Conduct evaluation and research related to community health promotion.
- C8. Communicate effectively while serving as a resource person to individuals, communities and stakeholders.
- C9. Based on evidence and data, advocate for practices, programming, and policies that address health issues.
- C10. Demonstrate an understanding of cultural competency and ethical decision making.
- C11. Communicate the role of fairness and justice in health equity.

ENVIRONMENTAL HEALTH PROGRAM COMPETENCIES

- E1. Describe a framework to anticipate, recognize, evaluate, prevent, and control environmental exposures.
- E2. Use analytical tools and methods to characterize and address environmental health issues.
- E3. Practice critical thinking to characterize and address environmental health issues.
- E4. Acquire experience in communicating effectively with diverse stakeholders – both written and oral, public and interpersonal, professional and technical – on environmental health issues.
- E5. Classify human health effects of environmental exposures.
- E6. Identify barriers to health equity related to environmental health.

HEALTH DATA SCIENCE PROGRAM COMPETENCIES

- D1. Conceptualize and synthesize foundations of probability and statistics, with emphasis on computational literacy and proficiency.
- D2. Recognize and apply sound health data science decision making through use of infrastructure, including data pipelines/reproducibility, and valid model building paradigms.
- D3. Apply sound statistical and machine learning methodology to health population problems to conduct data analysis.
- D4. Anticipate multimodal data sources and be prepared to interact with the like, through efficient use of programming (sometimes already existing) and efficiently harnessing computational power.
- D5. Demonstrate aptitude in technical writing used to disseminate information to technical and non-technical audiences alike.
- D6. Effectively communicate results of analyses to non-experts by effective use of data storytelling and presentation skills.
- D7. Demonstrate general computational knowledge and "hacking skills", including data capture and visualization.
- D8. Demonstrate ability to think critically, as well as creatively, to solve problems and discover meaning in large datasets.
- D9. Handle all data, and conduct all analysis with a mind to ethics, and responsible data/information stewardship (professionalism and professional ethics/integrity).

HEALTH SERVICES MANAGEMENT PROGRAM COMPETENCIES

- H1. Communicate effectively with diverse stakeholders, including public health and health care professionals, individually and in group settings, using verbal, written, and electronic modes of communication.
- H2. Use statistical and other quantitative analysis tools and techniques to understand issues and problems in health care organizations and systems.
- H3. Use basic financial tools, principles and practices to review and analyze financial performance of organizations and implement controls as required.
- H4. Apply human resources best practices for management of human capital in an organization.
- H5. Use marketing concepts and skills to analyze markets, develop marketing plans, and measure the impact of marketing activities to raise awareness and increase growth of the organization's market share.
- H6. Participate in developing and implementing plans and policies to improve the delivery of health services.
- H7. Work individually and within a team-setting by applying organizational knowledge and leadership skills.
- H8. Recognize and demonstrate sensitivity to diverse points of view.
- H9. Seek principled solutions to health services delivery issues.