



Undergraduate Public Health H410 Overview

Internship Requirements

- The internship is 360 hours, 12 credits, 10 weeks **OR** 180 hours, two 10 week terms, 6 credits/term for PH majors (HMP or HPHB option). For EOH minors, it is 270 hours.

Health Management and Policy (HMP) Appropriate H410 Activities

Health administrative activities, Healthcare surveys, Public health related strategic planning, Health policy activities, HMP related document revision/development, Professional Development HMP content specific activities (compliance, quality improvement, HIPAA/privacy regulations, Medicare/Medicaid, billing, Lean, project management, reimbursement, finance, budget, information systems, marketing, operations, etc).

Health Promotion and Health Behavior (HPHB) Appropriate H410 Activities

Population health/public health program planning, implementation or evaluation, Health outreach, education, awareness, prevention activities, Needs assessments/health surveys/evaluations, Public health policy activities, Develop health education materials, Health communication, Professional Development, HPHB content specific activities (HIV/AIDS, obesity, nutrition, cancer, diabetes, infectious diseases, violence, environmental health, mental health, chronic diseases other health behaviors).

Environmental and Occupational Health (EOH) Appropriate Activities

Environmental health/occupational health program planning, implementation or evaluation, Health and safety training and education, EOH needs assessments/health surveys/evaluations/audits, EOH policy activities, EOH outreach activities, Develop EOH materials/documents, Professional Development, EOH content specific activities (water quality, pollution, workplace safety, emergency preparedness, emergency management, infection prevention, OSHA regulations, etc.).

Student Responsibilities:

- Apply to sites and/or contact sites with resume/cover letter, then interview and secure a site that fits with the activities listed above.
- Once they have secured an internship, they are required to email Dr. Elliott a completed **Form A** from the H410 website by **Wednesday of Week 8, the term before**, to get an **override to register for H410** <https://health.oregonstate.edu/internships/h410>

Internship Site Responsibilities:

- Designate a qualified preceptor (experience in Public Health), provide relevant projects as listed above, a workspace at the organization, sufficient hours to meet the requirements, meet regularly with the student and provide ongoing feedback.
- Complete the paperwork before and during the term with the student.
- Please note: if your organizations requires an affiliation agreement, that process needs to be initiated by contacting the Internship Coordinator, Dr. Karen Elliott, at least 3 months in advance: Karen.Elliott@oregonstate.edu**

Interest in hosting a Public Health undergraduate intern
(first review examples of projects that fit for Public Health majors, on the H410 website, to identify which option the internship will apply to, HMP, HPHP or EOH minors)

Provide the Internship Coordinator (Dr. Karen Elliott) with a position description and the application process to send out.

OR work directly work with a student who has contacted the organization, review resume and interview.

H410 website:

<https://health.oregonstate.edu/internships/h410>

Double check your organization's onboarding requirements before securing an internship with the student, and clarify who will be the designated preceptor or preceptors (who has Public Health experience).

If your organization needs an affiliation agreement, please allow 2-3 months before the start of an internship and contact Dr. Elliott to initiate the process.

Double check any additional onboarding (background checks and cost, orientations and trainings, workspace, etc.)

Offer an internship to the student and complete the required paperwork.

Schedule a time before Week 8 of the term before the internship to complete the student's initial Form A, that they will bring to the meeting.

Agree upon an internship schedule, projects, meetings, completing H410 paperwork.