

<p><b>Milken Institute School of Public Health</b></p> <hr/> <p>THE GEORGE WASHINGTON UNIVERSITY</p>	<p><b>Milken Institute School of Public Health</b></p> <p><b>MPH@GWU PubH 6014</b></p> <p><b>Practicum</b> <b>2.0 credit hours</b></p>
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**Course Director(s):**

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**Course Description:**

The practicum is a planned, supervised, and evaluated work experience that compliments the student’s classroom education, and allows them the opportunity to apply the lessons learned in their course work. The practicum experience is designed to enhance student’s professional experience in the field of public health, and is key to a comprehensive understanding of public health in the real world. Success is defined by the exposure to valuable work experience, improvements in subject matter knowledge, mastery of specific competencies, and the development of relationships between the student, preceptor, and the site.

The practicum is an opportunity to gain experience in an area of interest to the student and can set the student on a career trajectory, or just expose them to an area of public health practice that they use tangentially. Either way, careful thought should be given to the selection of a site and preceptor. The practicum experience should fulfill up to three of the core competencies in the MPH@GW program. The student is responsible for connecting with their peers, academic and professional networks to identifying and contact a suitable preceptor. Both the your practicum advisors and the ADP can provide guidance and make suggestions for identifying a qualified preceptor. The student is responsible for completing 120 hours under the guidance of their preceptor, and is required to document their completed hours on a regular basis. Only hours directly relating to the practicum learning objectives should be logged in GWork (e.g. general training and travel time would not count for practicum hours). The entire practicum effort is managed, tracked, and recorded in The Practicum System housed in [GWork for Public Health](#).

**Student Requirements:**

**Course Prerequisites:**

Completion of all Core Courses (15 credits)

Course #	Course Title	Credits
PubH 6001	The Biologic Basis of Disease in Public Health	2
PubH 6002	Biostatistical Applications for Public Health	3
PubH 6003	Principles and Practices of Epidemiology	3
PubH 6004	Environmental Health in a Sustainable World	2
PubH 6006	Policy and Management	3
PubH 6007	Social and Behavioral Approaches to Health	2

**Preceptor Requirements:**

Practicum preceptors must be qualified in their field, and will need to be approved by the practicum advisors and the Associate Dean For Practice (ADP). The preceptor should have an advanced degree and at least 3 years of

experience of that degree is in the health sector, 5 years of experience if the advanced degree is outside the health sector, and 10 years if they do not have an advanced degree.

**Course Competencies:**

MPH@GW Program Competencies: Students must choose up to three of the most applicable MPH@GW Program Competencies listed below to develop their Practicum Plan.

- Describe biological mechanisms of major diseases causing death and disability in the US and globally from a public health perspective (e.g., PubH 6001)
- Define communities and identify and assess relevant population health needs (e.g., PubH 6007, 6500)
- Assess the functions, capacities, management and governance of governmental, international and non-state organizations that comprise health systems. Translate scientific and program evidence to inform the development of public health programs and policies within the context of health systems (e.g., PubH 6006, 6442).
- Apply public health theory and experiential evidence to develop and manage project, program and institutional strategies to reduce community and individual health risks to mitigate the impact of disease (e.g., PubH 6007, 6503).
- Conduct core program evaluations and complete an assessment of program outcomes, achievements, impacts and shortcomings. Communicate findings to stakeholders (e.g., PubH 6533, 6437).
- Apply relevant qualitative and quantitative tools and concepts to inform policy analyses for different audiences and topics (e.g., PubH 6002, 6003).
- Develop concise written and oral policy analyses for different audiences; identify the key strategies required to protect and advance health (e.g., PubH 6006).
- Describe how health systems performance is affected by various approaches to health care organization, health law, health workforce development and health care financing (e.g., PubH 6202, 6442).
- Develop knowledge and skills in fundamentals of environmental health including the connection between population health and exposures to chemical, physical, and biological agents in the environment (e.g., PubH 6004).
- Develop communication campaigns and strategies to disseminate health promotion information through media channels (e.g., PubH 6570, 6503).

**Required Text:** None

**Methods of Instruction:**

<input type="checkbox"/>	Lectures	<input type="checkbox"/>	Class and Small Group
<input type="checkbox"/>	Case Studies	<input type="checkbox"/>	Discussions
<input type="checkbox"/>	Required Readings/Textbook	<input type="checkbox"/>	Student Presentations
<input type="checkbox"/>	Recommended/Supplemental Readings	X	Other - On-site planned, supervised, and evaluated practice activity
		<input type="checkbox"/>	Other [Specify]

**Methods of Evaluation:**

- Students will be evaluated on how well they accomplished the learning objectives for their practicum by the Preceptor and the Practicum Director.
- Evaluations will occur at the midpoint and the end of the Practicum. The student's Preceptor will be responsible for evaluating the student's performance.
- Student will also evaluate their experience (For more information, please see the GWSPH practicum guidebook).

**Class Policy Regarding Attendance/Participation:** Since this is a mentorship experience the student is expected to be working on site under the guidance of the preceptor. Only time spent on site working on program specific core competencies can be counted towards the 120 hour practicum experience.

**Course:** Practicum information is available on the 2GW platform under the Practicum Course. The practicum advisor will track the progress of the practicum through the [GWork for Public Health Practicum System](#). Here students will submit their student profile, practicum plan, hours logged, the mid-point, and final evaluations.

**Grading Scale and Standards:** There is no letter grade for the class. There is only credit/no credit which is partially based on the preceptor's final evaluation.

**Practicum Expectations:** Since the practicum is in a professional working environment and the student represents GWU and their own potential job prospects, the highest integrity and professional behavior is expected at all times.

**Academic Integrity:**

Please review the University's policy on academic integrity, located at [www.gwu.edu/~ntegrity/code.html](http://www.gwu.edu/~ntegrity/code.html) All graded work must be completed in accordance with The George Washington University Code of Academic Integrity.

Academic dishonesty is defined as cheating of any kind, including misrepresenting one's own work, taking credit for the work of others without crediting them and without appropriate authorization, and the fabrication of information. Common examples of academically dishonest behavior include, but are not limited to, the following: Cheating; Fabrication; Plagiarism; Falsification and forgery of University academic documents; Facilitating academic dishonesty.

**Students with Disabilities:**

If you feel you may need an accommodation based on the impact of a disability, please contact me privately to discuss specific needs. Please contact the [Disability Support Services Office](#) to establish eligibility and to coordinate reasonable accommodations.

## Guide for Students

### General Timeline Leading Up to the Practicum

#### 4-5 months from the start of the practicum

- Begin connecting with your colleagues, peers, teachers and members of your professional networks to look for internship and/or practicum opportunities. This longer timeline is especially important if you are seeking a paid internship as federal positions are advertised in the winter (i.e. February) for summer positions.
  - Review practicum opportunities advertised by the MPH@GW program, job listings [on GWork for Public Health](#) and websites like usajobs.gov for internship opportunities.

#### 2-3 months from start of practicum

- Begin searching for a qualified preceptor who works in an area of interest to you in public health
- Set up appointment with practicum advisor for informational interviews, to discuss areas of mutual interest, and for general guidance
- Complete CITI Training (biomedical or social and behavioral) and upload the completion certificate in GWork for Public Health.
- Read the Practicum Guidebook found on the GWSPH Practicum Website: <http://publichealth.gwu.edu/academics/practicum>
- Complete your Student Practicum Profile. To do this:
  - Log into [GWork for Public Health](#) as a Student

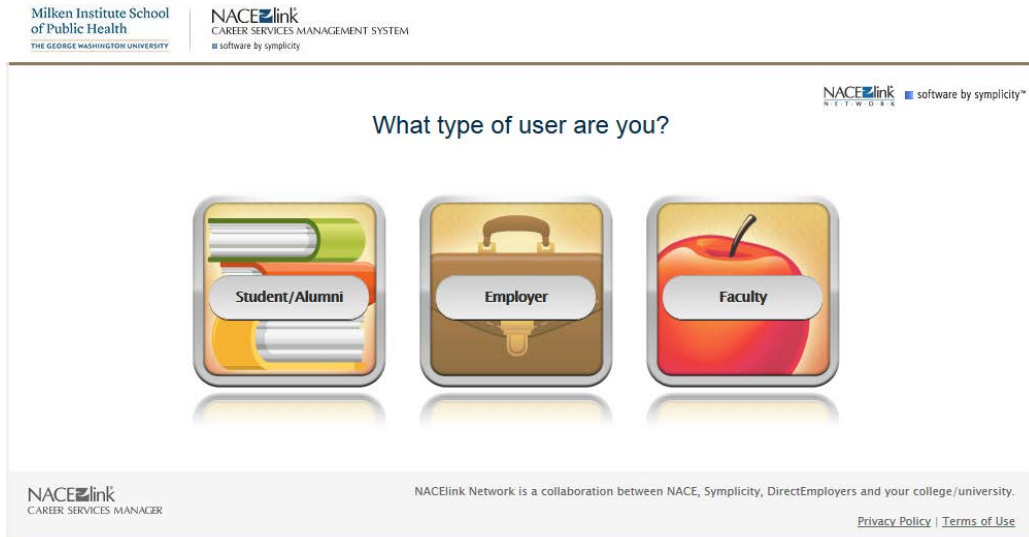


Figure 1. GWork for Public Health homepage.

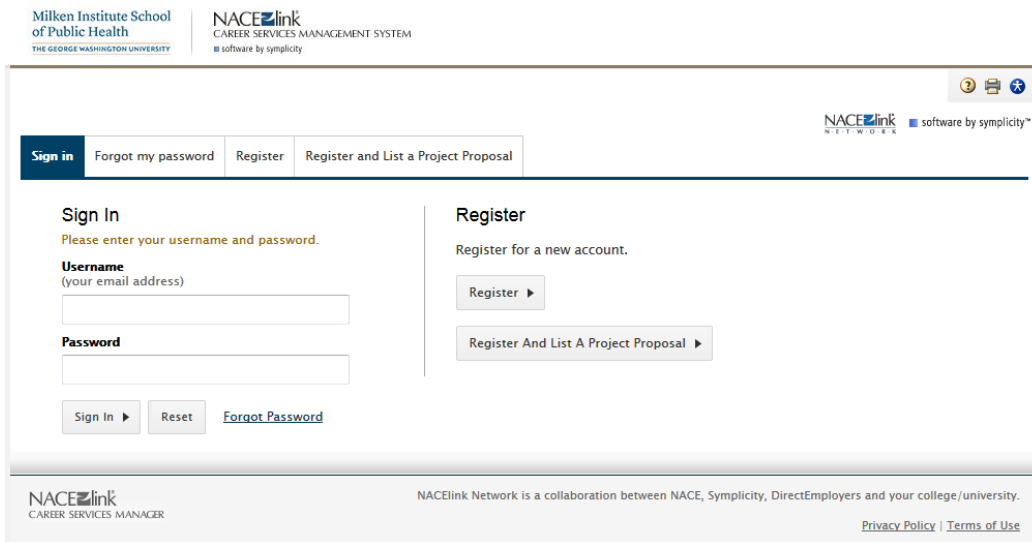


Figure 2. Sign In Page in GWork for Public Health

➤ Select Profile and Practicum

Figure 3. Student Practicum Application

- Complete the Practicum Application
- Submit the Practicum Application

1-2 months from start of practicum

- Preceptor registers (and site if not already registered) in GWork for Public Health and the ADP approves
- Upon approval, preceptor receives a password for the database
- Preceptor submits a project via GWork for Public Health
- Student sends their practicum plan to the practicum advisor via email for initial review
- Once the plan is approved, the student submits the plan against the preceptor's project in GWork for Public Health
- Student sends the practicum advisor a Registration Transaction Form (RTF) to register for course
- Practicum advisor signs the RTF which goes to Student Records
- RTF can take 1-2 weeks to process after which the student can begin logging hours
  - Please Note: the student will register for the practicum in the module in which the practicum is started.

60 hours into the practicum

- Student fills out a midpoint evaluation (logging hours is frozen until this step is completed)

120 hours into the practicum

- Student fills out a final evaluation on the preceptor (preceptor, practicum advisor and student signs electronically)
- Preceptor fills out a final evaluation on the student (preceptor, practicum advisor and student signs electronically)
- Credit is awarded based on preceptor's feedback

## **Guide for MPH@GW Site Preceptors**

First, thank you for your willingness to serve as a practicum preceptor for our MPH students. We hope both you and the student find it very rewarding, and that they are a value-add to your organization / project. To maintain all practicum records, we use a web-based system (GWorks for Public Health) to match students with projects. To make it a little easier, the following is a guide to help you get set up.

1. Register as an “Employer” with the GWork for Public Health Database

Go to: <https://publichealth-gwu-csm.symplicity.com/>

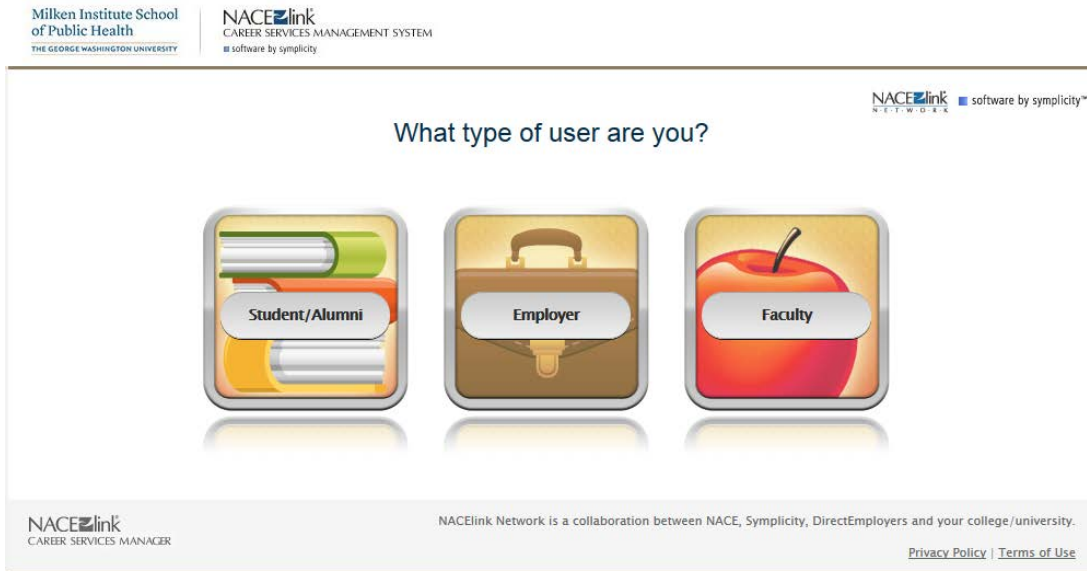


Figure 4. GWork for Public Health homepage.

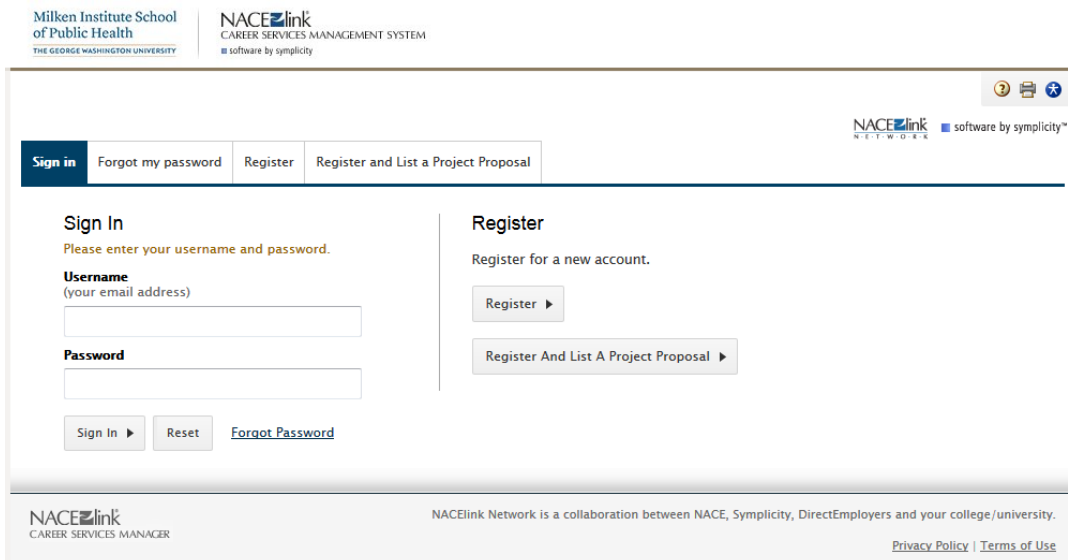


Figure 5. Sign In Page in GWork for Public Health – as a new preceptor you will Register

Be sure to select “Yes” when asked “Are you registering as a Practicum Preceptor?”

2. Wait a Few Days for Approval and you will be sent an email which will include a link to set your password.

### 3. Log into GWork for Public Health

Home My Account Calendar Employer Profile Jobs / Projects Active Practicums

Welcome, Brandon Leet Stumbo Test. Brandon Leet Stumbo Test @ GWSPH Practicum Job

October 2015

27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Your feedback is welcome.

### Announcements

There are no announcements at this time.

### Alerts

There are no current alerts.

### SHORTCUTS

- Create Job Posting
- View Job Postings
- View Applicants
- Post a profile
- View Document Library

NACElink CAREER SERVICES MANAGER

NACElink Network is a collaboration between NACE, Symplicity, DirectEmployers and your college/university. Privacy Policy | Terms of Use

Figure 6. Practicum Employer home screen.

### 4. Upload the Practicum Project. To do so, select the tab that says “Jobs/Projects.” Select ADD NEW.

Home My Account Calendar Employer Profile Jobs / Projects Active Practicums

Welcome, Brandon Leet Stumbo Test. Brandon Leet Stumbo Test @ GWSPH Practicum Job

## job postings

NACElink NETWORK software by sympathy™

Jobs / Projects Applicant Resumes Archived Jobs CF Jobs Publication Requests

Keywords  Contact Name

(searches job title, ID, description, and organization name: min. 3 characters).

Search Clear

**No records found.**

Add New

NACElink CAREER SERVICES MANAGER

NACElink Network is a collaboration between NACE, Symplicity, DirectEmployers and your college/university. Privacy Policy | Terms of Use

Figure 7. Adding a new practicum project homescreen.

**Position Information**

**Copy Existing:** Pick a position from which you'd like to copy data  
Please review and edit your job title when copying a job

▼ Show Archived

**Position Type\*:**

- FULL-TIME JOB (permanent, no end date)
- PART-TIME JOB (less than 40 hours per week)
- INTERNSHIP
- CO-OPERATIVE EDUCATION JOB or FEDERAL SCEP
- GW ON-CAMPUS, NOT FWS (Current GW students only)
- OFF-CAMPUS FWS JOB
- ON-CAMPUS FWS JOB
- "QUICK BUCKS" (child care, pet sitting, yard work, etc.)
- TEMPORARY JOB (has definitive end date, any # of hours/week)
- VOLUNTEER OPPORTUNITY
- SCHOOL OF PUBLIC HEALTH PRACTICUM
- GRADUATE ASSISTANTSHIPS (GA)

**Title\*:**

**Job Description\*:**

**Compensation Type:**

**Figure 8.** This is the first part of the Jobs/Projects application. Be sure to select "School of Public Health Practicum"

**Applicant Information**

**Target Schools\*:** Indicate school preference

Milken Institute School of Public Health  
Trachtenberg School of Public Policy and Public Administration

**Restrict Applications\*:** Choosing "yes" will restrict applications for this position to only those students who meet the screening criteria you set

Yes  No

**Qualifications:**

**Desired Major(s):** Use the menu below to select major(s).

[select]

**Desired Work Authorization:** Please enter the desired work authorization.

Legally authorized to work in the United States an...nsorship for employment authorization. (i.e. H-1B)  
Will require employer sponsorship for employment authorization.(i.e. H-1B)

**Desired Degree Level:**

Non-Degree Seeking  
Bachelors / Undergraduate  
Masters / Graduate  
Certificate

Submit Save And Finish Later Cancel

**Figure 9.** It is VERY important to select "Milken Institute School of Public Health" as their "Target School." Once you have completed this form, click "Submit".

5. Please notify the student after you submit the project via the database. The database matches preceptor's projects and student's practicum plans. Once your project is listed in the database, the student will need to submit their practicum plan to match your project. The student should discuss the practicum plan with you and send to their practicum advisor for review. Once the practicum plan is finalized, the student will upload their plan into the Practicum System. To verify, you log in to the database and click the "sign" button at the end of their plan.
6. If you have any questions, please contact the appropriate MPH@GW practicum advisor for your student:
  - a. Students with last names beginning with A-K work with Sarah Kennedy
    - i. Email: [sepreston@gwu.edu](mailto:sepreston@gwu.edu)
    - ii. Phone: 202-994-3634
  - b. Students with last names beginning with L-Z work with Kelley Vargo
    - i. Email: [kmvfit@gwu.edu](mailto:kmvfit@gwu.edu)
    - ii. Phone: 202.994.0867



### Examples of Public Health Settings for Practicum

- Colleges and universities
- Public and private secondary schools
- Consumer advocacy organizations
- International development organizations
- Consulting firms
- State legislative committees
- Health service delivery organizations
- Community organizations
- Federal and state health agencies
- Voluntary health agencies