

Senior Practicum Attachments

- Student Skills Form
- Senior Practicum Application Form
- Senior Practicum Contract
- Senior Practicum Log of Activities Form
- Mid-term Senior Practicum Evaluation Form
- Final Evaluation by HES Coordinator Form
- Student Site Evaluation Form
- Final Evaluation Form to be Submitted by Site Supervisor

Student Skills

Certifications

Related Course Work

Work Experience

First Aid _____

CPR _____

AED _____

Others (list) _____

Fitness Testing

Related Course Work

Proficiency

1 – None, 5 -Expert

Blood Pressure (resting and exercise) _____

Resting HR _____

Exercise HR _____

% Body Fat _____

Flexibility _____

Needs Assessment _____

Program Planning _____

Sub Max VO₂ Testing _____

Strength Testing _____

Other (list) _____

Health Knowledge

Related Course Work

Proficiency

1-None, 2- Coursework only,

3 – Practical experience

AIDS _____

Back Injuries _____

Behavior Modification _____

Cardio Health _____

Consumer Health _____

Diabetes _____

Eating Disorders _____

Environmental Health _____

Fitness Programs _____

Human Sexuality _____

Hypertension _____

Injury Prevention _____

Maternal and Child Health _____

Nutrition _____

Smoking Cessation _____

Stress Management _____

Substance Abuse _____

Weight Control _____

Other _____

Computer Skills

School/Work Experience

Proficiency
1-None, 5-Expert

E-mail _____

PowerPoint _____

MS Word _____

MS Excel _____

MS Access _____

Web Page Development _____

Electronic Data Bases _____

Other _____

La Sierra University
Department of Health & Exercise Science

Application for Practicum
(A. Junior B. Senior)

Student's Name: _____ Date _____

Student I.D. Number: _____ Student E-mail _____

Local Address _____

Local Phone/Cell Phone _____

Permanent Address _____

Permanent Phone: _____

Term for which applying (circle): FALL ___ WINTER ___ SPRING ___ SUMMER ___

What are your career hopes? _____

State your goals for the Practicum: _____

List Practicum Sites of Interest: _____

Student's Signature: _____ Date: _____

Return to Practicum Coordinator

NOTE: This is a template only. Official contract must be on La Sierra University stationary.

Contract for HLED 475 -- Senior Practicum

SITE _____

Contact person _____ Phone _____

Senior Health Science students at La Sierra University, Riverside, California are required to spend a minimum of 75-100 clock hours developing professional competence in health promotion internship at either a governmental or non-governmental health facility. Guided by an instructor they select and actively participate in various kinds of applied or field activities including community development, health education material development, international health outreach, and established health services programs of Riverside and adjacent counties.

In partial fulfillment of the above requirements _____ proposes to interact with your agency during the _____ Quarter, 20__ by engaging in the following activities for a total of _____ clock hours.

1. Site visit to learn about the mission, organizational structure, funding sources, and community interventions of your organization.
2. Shadowing of yourself or another key individual in the organization for four-five hours to begin to get a sense of what a typical day in the life of your organization is like.
3. The greater part of the internship experience should be spent in active participation either as a volunteer or paid assistant in the assessment, planning, marketing, program development, program implementation, or program evaluation of community interventions. This should be of a practical nature that enables the student to begin to actively participate in health promotion/education activities and to put into practice the didactic knowledge and skills gained during his/her academic training. This should necessitate minimum training and supervision but be more skills oriented than just stuffing envelopes or answering phones.

Such activities may include but are not limited to:

- Observing and participating in patient/ client consultations
- Facilitating health promotion sessions
- Conducting surveys – Door-to-door, telephone, intercept, etc.
- Assist in health screenings
- Developing marketing materials
- Developing health promotion materials
- Assisting in presentations at elementary, junior high, and high schools
- Engaging in program evaluation activities such as data collection, data entry, and discussions pertaining to data analysis
- Assisting in preparing materials for presentations at professional conferences
- Small group discussion leader

- Being an active observer in a community wellness program such as weight management, smoking cessation, stress management, nutrition education, etc.

In the spaces below please briefly specify the types of activities you envision the above named student engaging in during the time he/she interfaces with your organization .Also give an estimate as to what percentage of the internship experience will be spent engaged in each activity.

Signed _____ (Student)

_____ (On-site supervisor) **Date** _____

At all times the student is expected to:

1. Follow the rules and regulations of the internship site.
2. Comply with rules of ethical conduct of La Sierra University and the internship site.
3. At all times conduct him/her self in a professional manner and respect the rights of all clients, staff, and other personnel with whom one interacts.
4. Students are expected to maintain the dress standards of La Sierra University and the internship site.
5. Students are expected to comply with the assignments given by the Internship-site director.
6. It is the student's responsibility to become familiar with the policies and procedures of the internship site.

**La Sierra University
Department of Health & Exercise Science**

**Mid-Term Student Senior Practicum Evaluation
By Site Supervisor**

Student's name: _____ Date: _____

Practicum Site: _____

Practicum Site Supervisor: _____

University Coordinator: _____

Please check the appropriate box that best represents your evaluation of the student intern.

	Excellent 5	Good 4	Average 3	Below Average 2	Poor 1	Not Applicable
Working relationship with On-site supervisor						
Working relationship with Employees						
Dependability						
Attitude towards work						
Trustworthy						
Judgment						
Professional appearance						
Acceptance of criticism						
Sets realistic goals						
Identifies new opportunities to contribute						
Follows instruction from supervisor						
Ability to learn						
Quality of work						

On the following page, evaluate the student intern's progress on the internship project.

What are the student's greatest weaknesses at this time?

What are the student's greatest strengths at this time?

What are the areas the student should work on to improve their internship experience?

Other:

Internship Site Supervisor Signature

Date

Student Intern Signature

Date

Practicum Site Evaluation (sample page)

Name _____ Major/Emphasis _____

Internship Site _____ Number of Credit Hours _____

Address _____ Internship Term _____

Site Supervisor _____

Briefly explain your regular internship duties and any projects completed.

Please rate the following:

5= Very highly adequate 4= Highly adequate 3= Adequate 2= Slightly adequate 1= Unsatisfactory

Site orientation	5	4	3	2	1	NA
Formal training	5	4	3	2	1	NA
Supervision and performance feedback	5	4	3	2	1	NA
Level of responsibility assigned	5	4	3	2	1	NA
Opportunity to interact with co-workers/ clients/customers	5	4	3	2	1	NA
Quality of work assigned	5	4	3	2	1	NA
Relevance of academic preparation to work position	5	4	3	2	1	NA
Career/professional knowledge gained	5	4	3	2	1	NA

Intern Evaluation Continued:

Is there anything about this site that future LSU interns should know? Please explain.

Would you recommend this site to other LSU students? Please explain.

Were you offered a position after the internship/graduation? If yes, part-time, full-time; did you accept?

Other comments:

I give my permission to place this evaluation on open file in the HES Office to provide information to other students considering internships (circle one):

YES

NO (keep confidential)

Student Signature _____ Date _____

**EVALUATION OF STUDENT PERFORMANCE in
Senior Practicum**

Supervisor Completing Evaluation _____ **Phone** _____

Name of Student _____ **Student ID #** _____

Term of Registration _____

Senior Practicum Site _____

Report Period _____ to _____
Mo/Day/YR Mo/Day/YR

Please evaluate the student according to the categories listed on the back of this page. At the bottom space is given for additional comments. Keep in mind that some items may not be applicable. Please mail this completed form directly to:

**Professor William C. Andress, DrPH
Associate Professor
Health and Exercise Science Department
La Sierra University
4500 Riverwalk Parkway
Riverside, CA 92515**

EVALUATION OF STUDENT PERFORMANCE in Senior Practicum

For the following circle the appropriate number keeping in mind the following legend:

1 = Poor

2 = Needs Improvement

3 = Satisfactory

4 = Above average

5 = Excellent

na = non-applicable

- | | |
|--|--------------------------|
| 1. Performed assigned tasks in a timely and accurate fashion. | 1 – 2 – 3 – 4 – 5 |
| 2. Maintained professional rapport in communication and handling of client data. | 1 – 2 – 3 – 4 – 5 |
| 3. Maintained professionalism in keeping appointments in a timely fashion. | 1 – 2 – 3 – 4 – 5 |
| 4. Conformed with the dress code of the establishment and presented himself/herself in a professional manner at all times. | 1 – 2 – 3 – 4 – 5 |
| 5. Gave evidence of eagerness to learn and carry responsibility. | 1 – 2 – 3 – 4 – 5 |
| 6. Worked harmoniously with staff and clients alike. | 1 – 2 – 3 – 4 – 5 |
| 7. Adequately carried out the tasks agreed upon at the beginning of the Senior Practicum. | 1 – 2 – 3 – 4 – 5 |
| 8. Overall rating of the student during his/her interface with your organization. | 1 – 2 – 3 – 4 – 5 |

**Please add any additional comments regarding both strengths and weaknesses.
Especially detail**

NOTES