



Thank you for your interest in the Student Internship Program with the Child and Adolescent Life Program at Duke Children's Hospital. Our internship program is offered three times a year: January – April; May – August; September – December.

To be qualified for the internship position, students must successfully complete a child life practicum prior to the commencement of their internship, be affiliated with an academic institution for the duration of their internship, successfully complete a child life course taught by a Certified Child Life Specialist, have documentation for at least 100 hours of volunteer experiences with medical fragile children, and have a cumulative 3.5 grade point average or higher.

Enclosed you will find a description of our internship program, application materials, and a brief application form. Your application packet must be postmarked by the following dates:

January 5 (Summer)

March 15 (Fall)

September 5 (Spring)

A completed application includes:

1. The completed common internship application created by the Child Life Council
2. A 200 - 500 word essay describing your philosophy of Child Life, the strengths you will bring to an internship, areas in which you would like more growth, and how you envision an internship experience will contribute to your professional goals.
3. Two signed and sealed letters of recommendation (preferably one from someone who knows your academic qualifications and one from someone who has supervised or observed you in a field experience).
4. A copy of your resume, listing your education and field experience to date.
5. A cover letter that explains your reason for choosing Duke.
6. A cover letter from your academic advisor that clearly states what academic credit you will receive (if any) and any specific academic requirements you will need to accomplish during this experience.
7. A certified, sealed copy of your current transcript.
8. Documentation of a Child Life class taught by a Certified Child Life Specialist.

It is the applicant's responsibility to solicit the recommendations and official transcript. Upon receipt and review of the completed application, the Internship Coordinator will be in contact with the applicant. On-site personal interviews will be conducted following the application review process. **Only completed applications with required documentation enclosed in the same packet will be considered for review.**

Please return your completed materials to:

**Student Internship Coordinators
Child and Adolescent Life Program
Duke University Medical Center
Box 3417
Durham, NC 27710**

Sincerely,
Michelle Ashford, CCLS & Tracy Lamar, CCLS
Co-Coordinators, Student Internship Program

DUKE CHILDREN'S HOSPITAL
Child and Adolescent Life Program
Student Internship Program

The Child and Adolescent Life Program at Duke Children's Hospital was established in 1969. Child Life Specialists work as part of the interdisciplinary health care team collaborating with nurses, doctors, social workers, school teachers, respiratory therapists, physical and occupational therapists, dietitians, chaplains and other technicians providing comprehensive quality patient care. It is the mission of the Child and Adolescent Life Program to provide all pediatric patients and their families, both inpatient and outpatient, access to Child Life services.

The Child Life staff consists of eight full-time and two part-time specialists with Bachelor and Master degrees in a variety of fields including Child Life, School Psychology, Education, Child Development, Recreation Administration, Counseling Psychology, Psychobiology and Social Work. Child Life services are currently provided in nine areas including: 5100 Inpatient Unit (Hematology/Oncology, Allergy/Immunology, Infections Disease, Rheumatology, Endocrinology, Neurology, Plastics and General Pediatric Medicine); 5200 Inpatient Unit (Pediatric Bone Marrow and Stem Cell Transplant Unit); 5300 Inpatient Unit (Cardiology, Pulmonary, Critical Care Medicine, Urology, Orthopedics, Neurosurgery and Gastroenterology); 7700 Short stay Inpatient Unit; PICU (Pediatric Intensive Care Unit); PCICU (Pediatric Cardiac Intensive Care Unit); Pediatric Specialty Clinics (Outpatient clinics serving 26 subspecialties); Pre-operative Screening Unit; Pediatric Hematology/Oncology and Brain Tumor clinic.

Child Life Specialists strive to meet the psychosocial and emotional needs of pediatric patients and their families, helping the child cope constructively with the stress and anxiety experienced in the health care environment. Specialists also promote the pediatric patient's normal growth and development before, during and after hospitalization or outpatient clinic visits. These primary goals are achieved in a variety of ways including, but not limited to: providing developmentally appropriate therapeutic play opportunities both in the group setting in the playroom and on an individual basis; psychologically and emotionally preparing children and families for medical/surgical and diagnostic procedures; advocating for the needs of children and their families in the health care setting, providing emotional support to patients, parents and siblings, and helping to maintain a child and family friendly environment.

DUKE CHILDREN'S HOSPITAL
Child and Adolescent Life Program
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The student internship program at Duke Children's Hospital is an unpaid 15 week, 600 hour program. During this time, students are supervised by certified Child Life Specialists. Internships are offered in the summer, fall and spring. Students should be enrolled in degree programs in Child Life, Child Development, Family Studies or a related field.

Internships are designed according to the following fifteen week schedule:

Week 1:	Orientation
Weeks 2-8:	First Rotation
Weeks 9-15:	Second Rotation

During the orientation week, students will shadow each of the Child Life Specialists on staff. This will afford all students the opportunity to learn more about the various inpatient and outpatient areas where Child Life services are provided.

Beginning week 2, students are assigned to a seven week rotation based upon their preferences and availability. A brief description of rotations is included, along with student responsibilities and expectations. Students are expected to complete an inpatient rotation and an outpatient rotation.

Throughout the Duke internship, our goal is to provide interns with opportunities to further build their clinical skills. Typically the last week in each rotation is building to full independence. Interns will complete daily assessments, plan and provide appropriate interventions, and create unique programming to support treatment goals.

DUKE CHILDREN'S HOSPITAL

Child and Adolescent Life Program
Student Internship Program

Rotations

During the interview process students will be given a selection of rotation options for their internship. The student coordinators will try to accommodate student preferences for rotations.

Inpatient Settings

5100 Inpatient Unit: 31 beds, infants–adolescents. Hematology/Oncology, Allergy/Immunology, Pediatric Surgery, Infections Disease, Rheumatology, General Pediatrics, Plastics.

5300 Inpatient Unit: 31 beds, infants-adolescents. Pulmonary, Neurosurgery, Cardiology, Urology, Orthopedics, Gastroenterology, PICU Step Down beds.

7700 Inpatient Unit: 12 beds, infants-adolescents. This unit is a short-stay unit for patients who require an admission ranging from 24-72 hours. Patients also under the care of the transplant service are cared for on this unit.

Intensive Care Areas: Pediatric Intensive Care (PICU) has a total of 20 beds and Pediatric Cardiac Intensive Care (PCICU) has 15 beds. All units provide care for patients age infants – adolescents.

Bone Marrow/Stem Cell Transplant Unit: The Pediatric Bone Marrow Transplant Unit (PBMTU) has 16 beds. All units provide care for patients age infants – adolescents. The transplant unit is considered an intensive care isolation unit.

Outpatient Settings

Pediatric Outpatient Clinics – 26 subspecialty clinics, infants – adolescents which are covered by consult basis by Child Life Specialists in the clinic.

Pre-operative Screening – Outpatient clinic for pediatric patients ages infants – adolescents who are scheduled for surgery at DUMC. Child Life provides pre-op teaching and preparation for the children and their families. When it is appropriate, Child Life also follows up with patients and families after their procedures.

Hematology/Oncology and Brain Tumor – Outpatient clinic for pediatric patients ages infants-adolescents who are receiving treatment for cancer, sickle cell disease or other disorders that require frequent visits to the doctor for care, which do not need inpatient hospitalization. Child Life provides procedural support and the opportunity for patients to process their experiences while they are in clinic.

DUKE CHILDREN'S HOSPITAL

Child and Adolescent Life Program

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Student Education Program Goals and Objectives

A child life internship is your foundation for professional skills of assessment, intervention, preparation and documentation. Students will begin the internship by observing Certified Child Life Specialists, then provide care with the support of child life supervisors, and finally end with almost complete independence, providing direct clinical care for patients and families. This level of responsibility progresses gradually, until the student is functioning at the level of a starting child life specialist.

Throughout the internship experience we expect students to:

- Provide therapeutic play activities for both groups of children in the playroom setting and individual children at the bedside or in outpatient clinic.
- Provide pre-procedural and/or preoperative teaching for both inpatients and outpatients.
- Observe and assist with medical play with children in the group setting and on a one-to-one basis.
- Provide procedural support for patients in the inpatient and outpatient setting.
- Provide emotional support and education for caregivers and siblings of pediatric patients.

Other Clinical and Professional Skills

Throughout the child life internship, students will also:

- Enhance charting skills – writing objective observations, assessments and recommendations in patient's medical record.
- Participate in patient care conferences as necessary communicating the psychosocial and emotional needs of the patient to the interdisciplinary team members.
- Complete an individual student project, a group administrative project, and a case study.
- Keep weekly journals reflecting on child life interventions provided for patients and families, specialized needs of children in the health care setting, and personal goals for the internship.
- Attend and participate in weekly student seminars provided by certified Child Life Specialists.
- Occasionally attend and participate in bimonthly child life staff meetings.
- Supervise college and community volunteers.
- Observe and assist in the facilitation of special events, entertainers, and visitors coming to the hospital

DUKE CHILDREN'S HOSPITAL
Child and Adolescent Life Program
STUDENT INTERNSHIP APPLICATION

Name _____ Date _____

Permanent Address _____

Current Address _____

Current Telephone # _____ Email _____

University or College _____

Major _____

Degree sought BS/BA MS/MA (circle one)

Expected Graduation Date _____

Academic/Internship Advisor _____

Telephone # _____

Contact name, address and telephone # for affiliation agreement _____

Which Internship are you applying for?

Spring
(January – April)

Summer
(May – August)

Fall
(September – December)

For more information contact:
Michelle Ashford, CCLS, Student Internship Co-Coordinator
Tracy Lamar, CCLS, Student Internship Co-Coordinator