Le Bonheur Children's Hospital
Child Life Internship Program

The child life internship is a concentrated fourteen (14) week placement within the health care system where qualified students gain practical experience in the child life profession.

The primary goal of Le Bonheur’s child life internship program is to provide an opportunity for students to evaluate the strengths and limitations of their current knowledge and to broaden their understanding of the child life profession.

The child life intern, with the guidance and supervision of a Certified Child Life Specialist, participates in the development and implementation of therapeutic, educational and recreational activities for the patients and the families of Le Bonheur based on an understanding of child development.

Through the cooperative effort between Le Bonheur’s Child Life Department and the student’s university advisor, the child life internship program bridges the gap between classroom theory and professional services.

Child Life Services
Le Bonheur Children's Hospital
848 Adams Avenue
Memphis, Tennessee 38103
(901) 287-6021
Le Bonheur Children's Hospital
Child Life Internship Program

A. ON-SITE SUPERVISOR GOALS

- Plan and outline all student requirements and activities.
- Orient the student to the agency, including its policies, programs, departments, and procedures.
- Share knowledge and experiences with the student that will help him/her to grow professionally.
- Assign responsibilities to the student that are consistent with the child life program.
- Provide opportunities for new experiences in the academic and professional field.
- Complete the university’s requirements for student fulfillment of the intern obligations.

B. ON-SITE SUPERVISOR OBJECTIVES

- To provide students the opportunity to relate and apply classroom theories and techniques to real life situations.
- To develop a cooperative relationship between Le Bonheur Children’s Hospital and various universities from across the nation.
- To assist in the training of professionals in child life.
C. GUIDELINES FOR INTERNSHIP APPLICATION

QUALIFICATIONS FOR APPLICANTS:

The internship program is open to senior or graduate level students from the fields of child life, child development, early childhood education, and other related fields with a strong developmental emphasis.

INTERNSHIP SEMESTERS:

Child Life Internships are offered (2) two times a year:

<table>
<thead>
<tr>
<th>Internship Semesters</th>
<th>Application Deadlines</th>
<th>Offer Deadlines</th>
<th>Acceptance Deadlines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>May 5th</td>
<td>2nd Tues. of June</td>
<td>Following Wednesday</td>
</tr>
<tr>
<td>Winter/Spring</td>
<td>September 5th</td>
<td>2nd Tues. of October</td>
<td>Following Wednesday</td>
</tr>
</tbody>
</table>

APPLICATION:

Students applying for an internship should follow the above guidelines for application deadlines. The student should download the application from: http://www.childlife.org/files/CommonInternshipApplication.pdf

1. Return the completed application packet consisting of:
   a. The Child Life Council’s common internship application form
   b. A (2) two page autobiography
   c. The candidate’s personal philosophy concerning child life
   d. Three (3) letters of recommendation, in separate envelopes with the references signature across the sealed flap: one from your academic program director, one from a professional who knows your work, and one from a non-family member of your choice.
   e. A current copy of his/her official academic transcript(s) and coursework review from the Child Life Council.
   f. A copy of the university’s objectives for the internship
   g. Proof of completed 100 hour Practicum working within a Child Life Department
   h. Child Life Course Verification Form. Course must be completed prior to interviewing for internship.

2. The student needs to be willing to commit to working eight clinical hours a day, five days a week, for no less than 14 weeks (560 hours). Intern(s) will be required to work various hospital shifts, including days, evenings, and weekends. The intern(s) may be required to work all holidays and school breaks which fall within the internship.
3. The on-site supervisor and internship selection committee will review the applications and selected qualified applicants will be called for an interview.

CANDIDATE NOTIFICATION:

After the applications are reviewed and interviews conducted, acceptance into the program will be determined by the on-site supervisor and internship selection committee. Acceptance is based on program capacity and qualifications of all applicants. The intern candidate(s) will be notified of their acceptance via phone. Those who have not been accepted will receive notification by email.

HOUSING ARRANGEMENTS:

Students are responsible for obtaining their own housing. The child life department will provide guidance in helping the intern(s) select a suitable location in the city.

CONTRACT:

The hospital supplies the contract that defines the terms of the agreement and responsibilities of the internship. The University’s Student Advisor and Le Bonheur’s Vice-President of Operations MUST sign the contract BEFORE the internship begins. The contract serves as a formal commitment by the student and university to the acceptance of the appointment.

CHILD LIFE COUNCIL:

Student membership in the Child Life Council is required prior to the start of the internship:

Child Life Council, Inc.
11821 Parklawn Drive, Suite 310
Rockville, MD 20852-2529
Phone: (301) 881-7090 Fax: (301) 881-7092
Web Site: www.childlife.org

(Student membership is $45.00 per year)
INSURANCE:

Each intern is responsible for his/her own health insurance. Each intern is responsible for ensuring that he/she has liability insurance in the amount $1,000,000 per occurrence, $3,000,000 annual aggregate. (Most universities carry this liability insurance for their students participating in internships. If the student’s university does not provide liability coverage, it will be up to the student to obtain insurance from a private agency. Contact the Child Life Council for more information). Proof of the liability insurance policy must be provided before the internship begins.

IMMUNIZATIONS & BACKGROUND CHECK:

Interns are considered to be apart of the Child Life Department and Volunteer Services Department during the (14) fourteen week internship. Volunteer Services helps with documentation of intern(s) background check, hours served, and immunizations. Intern(s) will be asked to complete the volunteer application. A recent chest x-ray or TB skin test with appropriate follow-up is required. Documentation of the intern’s immunity status to the following is also required:

- Varicella (Chicken Pox)
- MMR (Measles, Mumps, Rubella)
- Appropriate MMR boosters (if born after 1956)

D. ON-SITE JOB REQUIREMENTS

JOURNAL:

The child life intern will keep a weekly journal describing their experiences throughout the week. This journaling process allows the intern to analyze and reflect on their own thoughts and feelings about the experiences they encounter while on a specific unit. This journal will be turned in weekly to the on-site supervisor and unit mentor for review.

CASE STUDY:

The child life intern will prepare one, three to five page typed case study, prior to the completion of the internship. The case study serves the purpose of integrating theory and practice as it related to one patient’s experience. An oral presentation will be made to the child life staff. The case presentation should include the following:

- Patient’s first initial, age, and diagnosis
- Summation of Diagnosis (definition and general treatment)
- Developmental level and how it pertains to interventions
- Patient’s medical history
- History and assessment of child and family
• Child life assessment – identification of needs and problems
• Child life interventions
• Results of interventions, evaluation, and further plans

DEVELOPMENTAL ASSESSMENTS:

Over the course of the internship, the child life intern will be responsible for (5) five developmental assessments. These informal assessments will focus on seven distinct areas of psychosocial care: patient/family, patient’s hospital experience, social, and emotional, motor, language and cognitive developments. The intern will complete one assessment from each of the following age groups: infant, toddler, preschool, school age, and adolescent.

THERAPEUTIC PLAY SESSION PLANS:

Child life interns will be expected to write a minimum of (7) seven therapeutic play sessions. The session plans will include goals, materials needed, component, diagnosis and age of participants, and a task analysis. Minimally, one session plan should be written from each of these seven component areas: medical play, pre-operative teaching, bedside play, developmental play, patient/family support, distraction, and infant stimulation.

ARTICLES:

At the beginning of the internship, the child life intern will be given (6) six articles pertaining to issues directly related to child life. The intern will be responsible for reading one article every two weeks and turning in a one page typed review of the article and how it impacts Child Life. The articles will be discussed during supervision meetings.

ROTATIONS:

There will be clinical rotations under the guidance of a Certified Child Life Specialist. The student may gain exposure to inpatient/outpatient and critical care populations.

SPECIAL PROJECTS:

Le Bonheur Children's Hospital recognizes that a number of child life academic programs require that interns complete a special project during the course of the internship. Recognizing the validity in special projects, the child life internship at Le Bonheur Children's Medical Center program has chosen to focus on the application of theories and techniques. With this in mind, the internship program substitutes the developmental assessments and therapeutic play session plans in the place of a special project. If an academic program will not accept the changes in place of a special project the director will work with the program to find a compromise.
E. INTERN DUTIES AND RESPONSIBILITIES

1. Advocates for patient and family-centered care.

2. Participates in planning, implementing and evaluating activities and interactions for the playroom and at the bedside to support development and meet emotional needs.

3. Plans and provides individualized preparation for medical experiences for patients and their families.

4. When possible, remains with a child during medical procedures, providing support and helping the child use effective coping behaviors.

5. Increases parents’ awareness of psychosocial needs of hospitalized children and provides support for the family system.

6. Facilitates peer interaction and socialization among patients.

7. Participates in the Discharge Planning rounds of the assigned units, receiving and sharing information with other health team members which will help maximize effectiveness of patient care and help the child and family make the transition from home to hospital and from hospital to home.

8. Provides programming for the closed-circuit television channel and creative arts.

9. Maintains equipment and supplies by cleaning toys according to infection control guidelines.

10. Helps in facilitating of all hospital wide special events.
F. GOALS OF INTERNSHIP

1. To develop a better working knowledge of child and adolescent growth and development.

2. To gain experience in providing appropriate play activities for children and adolescents in a health care setting.

3. To assess the child’s age, stage of development and their ability to carry out a planned activity.

4. To gain understanding of the effects of stress and trauma on child, adolescent and family behavior and development.

5. To better understand the special needs of chronically ill children and adolescents and their families.

6. To have opportunities to prepare children for hospitalization, surgery and other medical procedures.

7. To increase knowledge of medical procedures and terminology and the roles of other medical professionals.

8. To gain experience in relating the psychosocial needs of children and families to other professionals through individual contact and multidisciplinary meetings.

9. To understand the value of creative emotional expression within the hospital setting.
G. EVALUATION

COMMUNICATION BETWEEN FACULTY ADVISOR AND LE BONHEUR:

The director will communicate with the faculty advisor several times throughout the internship experience. Specifically, this communication will take place:

1. Prior to the internship, in order to coordinate the student’s assignments and responsibilities
2. Midterm evaluation
3. Final evaluation

SITE VISITS:

Le Bonheur Children’s Hospital encourages the University or College Advisor to make one or two visits to the hospital facility.

EVALUATION OF THE INTERN:

Several times throughout the internship, the child life intern will be provided both formal and informal observations. These observations will help to guide and focus growth within the field of child life. Formal evaluations are conducted at the end of each rotation. The site supervisor(s) will prepare a competency-based evaluation which will be discussed with the intern and mailed to the faculty advisor. Additionally, any evaluation forms provided by the faculty advisor will be completed with this process.

INTERN’S EVALUATION OF PROGRAM:

At the conclusion of the Internship, the child life intern will fill out the Internship Site Evaluation Form. This form will be completed AFTER the intern has received their final evaluation. The form will be given to the director of Psychosocial Services Department.
INTERNSHIP WEEKLY SCHEDULE & ASSIGNMENTS

Week 1: Orientation

1st Rotation
Week 1: First article review
Week 2: Second article review
Week 3: Third article review
Week 4: First Developmental Assessment and First Intervention Plan
Week 5: Second Developmental Assessment and Second Intervention Plan
Week 6: Third Developmental Assessment and Third Intervention Plan
Midterm Evaluation
Weekly Journal due at end of each week

2nd Rotation
Week 7: Fourth article review
Week 8: Fifth article review
Week 9: Sixth article review
Week 10: Fourth Developmental Assessment and Fourth Intervention Plan
Week 11: Seventh article review
Week 12: Fifth Developmental Assessment and Fifth Intervention Plan
Weekly Journal due at end of each week

Week 14: Wrap-up Week
Case Study due (middle of Wk. 14)
Final Evaluations
Opportunities to shadow

*Schedule is subject to change.