



Le Bonheur Children's Hospital Child Life Clinical Internship Program

The child life clinical internship is a concentrated 16-week (640 hours) 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 clinical 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 Children's Hospital based on an understanding of child development.

Child Life Services
Le Bonheur Children's Hospital
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Memphis, TN 38103
(901) 287-6021
child.life@lebonheur.org

A. APPLICATION PROCESS

QUALIFICATIONS OF APPLICANTS:

The clinical 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 clinical internships are offered twice a year. Offer and acceptance dates, as recommended by the Child Life Council, are listed below. Start dates for each semester will be provided at time of official offer.

Internship Session	Application Deadline	Offer Date	Acceptance Date	2 nd Offer Date
Fall	March 15	1 st Tuesday of May	Following Wednesday	Following Thursday
Winter/Spring	September 5	2 nd Tuesday of October	Following Wednesday	Following Thursday

APPLICATION:

Return completed application packet consisting of:

- Child Life Council's Common Child Life Internship Application (www.childlife.org)
- Resume
- Two page autobiography
- One page personal philosophy of child life
- Three letters of recommendation, in separate envelopes with reference's signature across the sealed flap
- Unofficial transcript(s). Official transcripts may be requested prior to moving forward with the interview process
- Eligibility Assessment Report from the Child Life Council
 - Completion of 10 academic courses
 - Completion of coursework in six applied areas of study
- Proof of required experience working with children
 - 100 hours of experience working with well infants, children, youth, and/or families. Preference given to those with experience in a structured environment, such as daycare, school, camp, etc.
 - 150 hours of experience with infants, children, youth, and/or families in stressful situations, health care settings and/or programs designed for children with special needs, including a practicum (100 hour minimum) under direct supervision of a Certified Child Life Specialist.
 - Documentation of experience should be on attached verification form (see page 7) or on official letterhead (separate from recommendation letters)

APPLICATION REVIEW:

The internship selection committee will review all applications received via mail. Hand delivered or emailed applications will not be reviewed. Applicants will receive email notification of receipt of their application. Incomplete applications, lacking any information listed above, or applications not postmarked by the Child Life Council Application Deadline will not be considered for the internship. Selected qualified applicants will be contacted for a phone interview.

CANDIDATE NOTIFICATION:

After applications are reviewed and phone interviews conducted, acceptance into the program will be determined by the clinical internship coordinator and the 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.

SCHEDULE AND ROTATIONS:

The intern must be willing to commit to working a flexible schedule for no less than 16 weeks (640 hours). Intern will be required to work various shifts, including days, evenings, and weekends. The intern may be required to work all holidays and school breaks which fall within the internship. Intern will have two six week rotations and one two week rotation. Each clinical rotation will be under the guidance of a Certified Child Life Specialist that has met criteria provided by the Child Life Council to provide supervision. The intern may gain exposure to inpatient, outpatient and critical care populations.

HOUSING ARRANGEMENTS:

Interns are responsible for obtaining their own housing. Additional housing information and guidance may be provided as necessary.

UNIFORMS:

The dress code includes a slate blue polo/pullover with Le Bonheur logo monogram, khaki pants, and comfortable shoes (no tennis shoes). Interns are responsible for purchasing their own uniform from the hospital vendor. More information will be provided after internship offer has been accepted.

CONTRACT:

Methodist Le Bonheur Healthcare supplies the formal contract that defines the terms of the agreement and responsibilities of the clinical internship. The contract must be signed by Le Bonheur's Vice-President of Professional Services and the university's advisor or independent intern before the internship begins.

CHILD LIFE COUNCIL:

Student membership in the Child Life Council is required prior to the start of the internship. (www.childlife.org)

INSURANCE:

Each intern is responsible for assuring 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:

Each intern will be asked to complete the hospital volunteer application as part of the onboarding process to aid with documentation of the intern's background check, hours served, and immunizations. Documentation of the intern's immunity status to the following will be required:

- Varicella (Chicken Pox)
- MMR (Measles, Mumps, Rubella)
- Appropriate MMR boosters (if born after 1956)
- Flu shot
- Current TB skin test

B. INTERN DUTIES AND RESPONSIBILITIES

- Advocates for patient and family-centered care.
- Participates in planning, implementing and evaluating activities and interactions to support development and meet emotional needs.
- Plans and provides individualized preparation for medical experiences for patients and their families.
- When possible, remains with a child during medical procedures, providing support and helping the child use effective coping behaviors.
- Increases parents' awareness of psychosocial needs of hospitalized children and provides support for the family system.
- Facilitates peer interaction and socialization among patients.
- Participates in multi-disciplinary planning rounds of the assigned units, receiving and sharing information with other health team members which will help maximize effectiveness of patient.
- Completes educational assignments, including Child Life Clinical Internship Curriculum Learning Modules.
- Provides programming through the closed-circuit television channel, Creative Arts studio, and Teen Room.
- Maintains equipment and supplies by cleaning toys according to infection control guidelines.
- Helps in facilitating hospital wide special events.

C. GOALS OF INTERNSHIP

- To develop a better working knowledge of child and adolescent growth and development.
- To gain experience in providing appropriate play activities for children and adolescents in a health care setting.
- To assess the child's age, stage of development and their ability to carry out a planned activity.
- To gain understanding of the effects of stress and trauma on child, adolescent and family behavior and development.
- To better understand the special needs of chronically ill children and adolescents and their families.
- To have opportunities to prepare children for hospitalization, surgery and other medical procedures.
- To increase knowledge of medical procedures and terminology and the roles of other medical professionals.
- To gain experience in relating the psychosocial needs of children and families to other professionals through individual contact and multidisciplinary meetings.
- To understand the value of creative emotional expression within the hospital setting.

D. EVALUATION

EVALUATION OF THE INTERN:

Throughout the internship, the child life intern will be provided both formal and informal evaluations. These evaluations will help guide and focus growth within the field of child life. Informal evaluations are conducted weekly through meeting with Internship Coordinator. 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 within 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 or manager of Child Life Services.

CLINICAL INTERNSHIP ASSIGNMENTS

Week 1: Module 1- Development of Child Life Profession

Week 2: Module 2- Lifespan Development

Week 3: Module 3- Patient and Family Centered Care

Week 4: Module 4- Communication

Week 5: Module 5- Assessment

Week 6: Module 6- Play

Week 7: Module 7- Medical/Health Care Play

Week 8: Case Study 1 (due 48 hours before presentation)

Week 9: Module 8- Therapeutic Play and Coping

Week 10: Module 9- Coping with Pain and Distress

Week 11: Module 10- Psychological Preparation

Week 12: Module 11- Documentation

Week 13: Module 12- Palliative Care

Week 14: Module 13- Administration

Week 15: Module 14- Professional Development

Week 16: Case Study 2 (due 48 hours before presentation)

All assignments are due by 9am on Monday unless otherwise noted or discussed.

Supervised Hours Working with Children Verification Form

(Applicant: This form is to be completed by all places from which you are submitting hours. A verification letter on official letterhead may be substituted for this form.)

Applicant: _____

Institution: _____

Hours completed: _____

Type of experience – check one

- Working/volunteering within a structured environment with well children
- Working/volunteering with children and/or families in a stress-related environment
- Working/volunteering in programs designed for children with special needs
- Working/volunteering within a healthcare setting

Description of responsibilities/interactions with children and/or families:

Signature/Credentials: _____

Printed Name: _____

Title: _____

Date: _____

Phone Number: _____