**PSY 5398: Internship in Applied Health Psychology**

**Texas State University-san Marcos**

**Spring 2011**

**Faculty Supervisor**: Dr. Czyzewska

**Office**: 216D

**Office Hrs**: W 2:00-4:30 pm & by appointment

**Email**: mc07@txstate.edu

**Course Catalog Description:**

Students engage in extensive field work in a professional setting related to health psychology. Upon satisfactory completion of all Internship course requirements, the student will receive three hours of course credit in health psychology.

**Course Objectives & Organization:**

 This course is designed to allow Health Psychology students on the Applied Research track to apply knowledge and skills learned in the classroom to various research projects while under supervision. Students are expected to learn about different facets of working in applied health psychology settings (e.g., community health clinics, health education centers, hospitals, and health related nonprofit organizations) and master their skills in designing and evaluating outcomes of health education, prevention and promotion programs.

 The specific tasks that students will be asked to perform depend on the profile and needs of the organization in which the internship is conducted. The duties will be agreed upon and put into writing during the initial entrance meeting between the student intern, the faculty mentor, and the on-site supervisor.

 Students must complete **120 hours on a placement site** (approximately 10 hours per week). At the beginning of each month, please schedule an individual appointment in my office to discuss your internship experience and progress with assigned tasks (see schedule below). In addition, I am available to assist you with your work (if needed) or any other issues that may emerge. It is critical to communicate to me immediately any problems or issues that may impact your internship performance so we can promptly search for appropriate solution.

 Students enrolled in the Internship in Applied Health Psychology are expected to:

 \* work with the on-site supervisor and the faculty mentor to create

 a set of assigned duties and expectations for the internship experience (entrance

 meeting)

 \* read and sign a "confidentiality" statement, if appropriate

 \* professionally carry out and adhere to the duties as agreed upon

 during the entrance meeting

 \* respect the professional and confidential nature of the organization

 in which the internship is being carried out

 \* attend and actively participate in all monthly class meetings

 \* keep and submit a weekly log of completed hours and performed tasks/activities

 \* report promptly any problems and concerns to the faculty supervisor

A student may be dismissed from an internship experience for any of the following reasons:

 \* a failure to carry out internship duties as agree upon during the entrance meeting

 \* misconduct or any behavior deemed inappropriate to the organization or that interferes with the normal functions the agency is designed to serve

 \* violation of any regulations established by the organization, or any local, state, or federal statutes

 \* any breech of the confidentiality of workers and/or clients of the organization or any breech of the confidentiality statement.

There is no general textbook or other reading materials required for the course. However, on-site supervisors most likely will provide you with readings relevant to the specific site and tasks. In addition, all interns are expected to conduct their independent research and readings, if needed for satisfactory completion of internship duties.

**Assignments & grading:**

* **Weekly log** of completed internship hours with a brief description of performed tasks and/or other professional activities (e.g., staff meetings) and comments summarizing the week (major experiences and learning, challenges etc.,)

 **Due weekly on Friday by 5pm**. Use the Drop Box of our TRACS site and

 include your name and date on each.

* + **Internship Portfolio**. The portfolio needs to include:
	+ formal description of the internship setting (i.e., profile of the

 organization, goals and services offered, targeted population, etc.)

* + samples of all products completed by intern (e.g., health education

 materials developed by intern, outlines of organized workshops/seminars,

 descriptions of program evaluation design and/or program evaluation

 outcomes with results of statistical analysis)

* + **Final paper** (10-15 pages, in APA style) - description and evaluation of internship experience. Paper should summarize what you have learned and accomplished during the internship. Include a personal assessment of your contribution to the placement organization. Also, discuss how past learning through coursework in the Health Psychology Masters program prepare you to fulfill the internship duties, provide evaluation of internship site and relevance of internship experience to stated course objectives and future professional goals. Offer suggestions for improvement if applicable.
	+ **On-site supervisor evaluation of intern’s performance.** At the end of semester, the on-site supervisor will complete an intern evaluation form and confirm the completion of required 120 hours.

**Final Grade:**

Weekly Logs – 15%

Internship Portfolio – 15%

Final Paper – 20%

On-site performance (on-site supervisor evaluation) – 50%

**Course Organization:**

**01/17-27** Entrance meetings on internship sites, introduction to the on-site internship

 supervisors

**Weeks 3-12**: Fulfilling of internship hours

Submitting weekly log of completed hours with a brief description of

performed tasks, **due weekly on Friday by 5pm** (please use the Drop Box/TRACS and include your name and date on each)

**Schedule individual appointments in my office during the week of**:

**02/06-10**

**03/05-09**

**04/02-06**

**Fr. 05/04 by 5pm: Internship portfolios and final papers are due**

**Texas State University-San Marcos**

 **Honor Code**

As members of a community dedicated to learning, inquiry, and creation, the students, faculty, and administration of our University live by the principles in this Honor Code. These principles require all members of this community to be conscientious, respectful, and honest.

WE ARE CONSCIENTIOUS. We complete our work on time and make every effort to do it right. We come to class and meetings prepared and are willing to demonstrate it. We hold ourselves to doing what is required, embrace rigor, and shun mediocrity, special requests, and excuses.

WE ARE RESPECTFUL. We act civilly toward one another and we cooperate with each other. We will strive to create an environment in which people respect and listen to one another, speaking when appropriate, and permitting other people to participate and express their views.

WE ARE HONEST. We do our own work and are honest with one another in all matters. We understand how various acts of dishonesty, like plagiarizing, falsifying data, and giving or receiving assistance to which one is not entitled, conflict as much with academic achievement as with the values of honesty and integrity.

THE PLEDGE FOR STUDENTS

Students at our University recognize that, to insure honest conduct, more is needed than an expectation of academic honesty, and we therefore adopt the practice of affixing the following pledge of honesty to the work we submit for evaluation:

I pledge to uphold the principles of honesty and responsibility at our University.

THE PLEDGE FOR FACULTY AND ADMINISTRATION

Faculty at our University recognize that the students have rights when accused of academic dishonesty and will inform the accused of their rights of appeal laid out in the student handbook and inform them of the process that will take place.

I recognize students’ rights and pledge to uphold the principles of honesty and responsibility at our University.

ADDRESSING ACTS OF DISHONESTY

Students accused of dishonest conduct may have their cases heard by the faculty member. The student may also appeal the faculty member’s decision to the Honor Code Council. Students and faculty will have the option of having an advocate present to insure their rights. Possible actions that may be taken range from exoneration to expulsion.

STUDENTS WITH DISABILITIES

In accordance with university policy and federal law, all members of the university community are responsible for ensuring that students are not discriminated against because of a disability. To accomplish this goal, reasonable and appropriate academic accommodations may be necessary for qualified students with disabilities. The Office of Disability Services will coordinate with faculty members to facilitate necessary accommodations for students with disabilities.

**LEARNING OUTCOMES STATEMANT**

The Department of Psychology has adopted expected student learning outcomes for the undergraduate major, the graduate major, and for Psy 1300, a general education course meeting a requirement for the social and behavioral science component. These expected student learning outcomes are available for your review at the following website:

[http://www.psych.txstate.edu/assessment/](https://synergy.txstate.edu/owa/redir.aspx?C=7f3fa7f419b44257ba388fd496edbb6e&URL=http%3a%2f%2fwww.psych.txstate.edu%2fassessment%2f)

**Internship in Applied Health Psychology (PSY 5398)**

**Description of Agreed Upon Duties & Expectations**

This open-ended form is to be used during the entrance meeting between the enrolled Internship Student, the Faculty Supervisor, and the On-site Supervisor. Copies of the completed form will be given to the Internship Student, the On-Site Supervisor and the Faculty Supervisor.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Internship Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

On-site Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Supervisor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­

**I.) List below a brief description of student duties and expected products as agreed upon by the three members present at the entrance meeting.**

**II.) List below any specific concerns that the student has been made aware of in connection with the above described internship experience.**

**Student Signature:**

**On-site Supervisor Signature: Faculty Supervisor**

**Signature:**

**Signed on the Date of:**

**Statement of Confidentiality**

I understand that it is the policy of the organization in which I will be interning that all the personal information obtained on or about a client/consumer/employee of the organization shall be held in the strictest confidence. I also understand that such information will only be shared with persons in the organization who (by nature of their position) have rightful access to such information.

It is also understood that it is the responsibility of the organization in which I will be working to assist me in maintaining the client/consumer/employee's right to privacy and confidentiality in all matters.

Specifically, I agree that I:

1.) Will not obtain, or be asked to obtain, information on client/consumer/employees

 which is not needed in order to carry out the duties or responsibilities of my volunteer

 position.

2.) Will not communicate, or be asked to communicate, information to any person who

 does not need that information to carry our his/her assigned duties or responsibilities.

3.) Will not assist, or be asked to assist, others in obtaining confidential information on

 client/consumer/employees.

4.) Will not discuss, or be asked to discuss, client/consumer/employee's affairs in public

 places.

5.) Will not seek out, or be asked to seek out, and/or disclose information irrelevant or

 embarrassing to the client/consumer/employee.

Any violation of these statements may result in my being dismissed from the Internship. By signing on the lines below, we (meaning the Internship student and the On-site Supervisor) attest to our understanding of and agreement with the above confidentiality statement. By signing, we agree to adhere to said statements to the best of our abilities.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

On-site Supervisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed on the Date of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witnessed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Faculty Supervisor)