



Thank you for your interest in the Student Internship Program with the Child and Adolescent Life Program. The Child and Adolescent Life internship is an unpaid, intensive, clinically based program spanning 16 weeks and covering more than 600 hours of direct patient care.

Our internship program is offered two times a year:
Fall (September-December) and Spring (January – April)

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 child life coursework inclusive of the 6 applied areas of study laid out by the Association of Child Life Professionals (ACLP) prior to the start of the internship, have documentation on common core application for at least 200 hours of experience with children-100 of those hours specifically working 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 and required application materials. **All applications will be submitted online, for the appropriate links and information for submission please send an email to ChildLifeStudents@dm.duke.edu with “Internship Application Request” in the subject line. Please include your full name, email address, and the semester/year you are interest in applying in the body of the email.** Duke follows the ACLP guidelines for internship application deadlines and offer/acceptance dates. Your completed application must be submitted to our online program by the following dates to be considered for review:

March 15 (Fall)

September 5 (Spring)

A completed application includes:

1. Duke Children’s Internship Application Form
2. The completed [Common Internship Application](#) created by the ACLP
 - [Official ACLP Eligibility of Assessment Report](#) that clearly states necessary coursework has been either completed prior to applying or will be completed prior to starting internship.
 - A cover letter that explains your reason for choosing Duke Children’s Hospital for your internship and the personal/professional strengths you would bring to our program.
 - A copy of your resume, listing your education and field experience to date.
3. Duke Children’s Additional Essays (page 7 of this document)
4. Two letters of recommendation uploaded by references in pdf form (preferably one from someone who knows your academic qualifications and one from someone who has supervised or observed you in a field experience). Please share the email address to your online folder for submission.
5. 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.
6. Copy of current transcripts, an official copy will be requested if accepted to the internship.

It is the applicant’s responsibility to solicit all recommendations and letter from advisor. **Only completed applications with required documentation will be considered for review.** Upon receipt and review of the completed application, the internship coordinators will be in contact with the applicant regarding application status, potential interview, and internship offers and acceptance based on the ACLP deadlines. On-site or Skype interviews will be conducted following the application review process.

If you have questions regarding the Duke Internship program, please contact: Michelle Ashford, CCLS or Tracy Lamar, CCLS at (919) 681-4349 or ChildLifeStudents@dm.duke.edu

DUKE CHILDREN'S HOSPITAL & HEALTH CENTER

Child and Adolescent Life Program

Duke Children's Program Mission & History

The Child and Adolescent Life Program at Duke Children's Hospital was established in 1969. Since then, Child Life Specialists have been working as part of the interdisciplinary health care team collaborating with nurses, doctors, social workers, school teachers, respiratory therapists, physical and occupational therapists, dieticians, 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. We believe all children have the right to understand what is happening to them, be supported by their caregivers and staff, and have opportunities for play and mastery especially in new or unfamiliar medical environments. As child life specialists, we are trained in helping children and their families overcome challenging medical events while promoting effective coping through play, preparation, education, and self-expressive activities. The Child and Adolescent Life Program also provides procedural and emotional support for families and encourage opportunities for optimal development of children facing a broad range of challenging experiences.

The Child Life staff consists of thirteen full-time specialists and one part-time specialist with Bachelor and Master Degrees in a variety of fields including Child Life, Psychology, Education, Child Development, and Counseling. Child Life services are currently provided in areas including: 5100 Inpatient Unit (Allergy/Immunology, Infections Disease, Rheumatology, Endocrinology, Neurology, Plastics and General Pediatric Medicine); Inpatient Hematology/Oncology; Inpatient Pediatric Bone Marrow and Stem Cell Transplant Unit; 5300 Inpatient Unit (Pulmonary, Critical Care Medicine, Urology, Orthopedics, Neurosurgery and Gastroenterology); Inpatient Cardiology/PCICU (Pediatric Cardiac Intensive Care Unit); PICU (General Pediatric Intensive Care Unit); Pediatric Progressive Care Unit (PPCU); Pediatric Outpatient Specialty Clinics including ENT clinic; Pre/Post-Surgical and Sedation; Pre-operative Screening Clinic; Pediatric Hematology/Oncology and Brain Tumor clinic, and the Pediatric Emergency Department.

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.

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Internship Overview

The student internship program at Duke Children's Hospital and Health Center is an unpaid 16 week, 600+ hour program. During this time, students are supervised by certified Child Life Specialists who meet qualifications based on The Association of Child Life Professionals based on their clinical hours. Students will be supervised by one of the Internship Coordinators and by two Rotation Supervisors, one for each rotation. Students also will have opportunities to shadow and learn from other members of our team during the 16 week internship. Internships are offered in the 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 Week
Weeks 2-8:	First Rotation
Weeks 9-15:	Second Rotation
Week 16:	Conclusion Week

During the orientation week, students will shadow several Child Life Specialists on staff. This will allow 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 of rotation supervisor. Each rotation supervisor only has one intern at a time to provide their full attention to that intern. 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 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.

Your final week will be for completing assignments, presenting to staff your accomplishments, transitioning care for patients/families back to primary child life specialist, closing relationships with staff. There might also be opportunities to see areas/procedures that have not been accomplished throughout the previous 15 weeks.

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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 serving infants – adolescents. Hematology/Oncology, Neurology, Allergy/Immunology, Pediatric Surgery, Infections Disease, Rheumatology, General Pediatrics, Neurology, and Plastic Surgery services.

5200 Bone Marrow/Stem Cell Transplant Unit: 16 beds serving infants - adolescents. The transplant unit is considered an intensive care isolation unit.

5300 Inpatient Unit: 31 beds serving infants – adolescents. Pulmonary, Neurosurgery, Urology, Orthopedics, Organ Transplant, and Gastroenterology services.

Pediatric Intensive Care Areas (PICU): 16 beds serving infants – adolescents. Pulmonary, Neurology, and Pediatric Surgery are common services on this unit.

Inpatient Cardiology: 15 bed Pediatric Cardiac Intensive Care (PCICU)

Pediatric Progressive Care Unit: 14 bed step-down unit providing care for children requiring additional monitoring before being transitioned to a unit bed.

Outpatient Settings

Pediatric Outpatient Clinics – 26 subspecialty clinics, infants – adolescents, focusing primarily on procedural support and education in our ENT clinic, but also providing coverage for consults throughout the entire clinic

Pre/Post-Surgical Unit and Sedation Observational Unit- Outpatient surgical center and 8 bed sedation unit for procedural support and radiology testing.

Pre-operative Screening – Outpatient clinic for pediatric patients ages infants – adolescents who are scheduled for surgery. 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 in 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.

Pediatric Emergency Department- 14 bed emergency department for infants-adolescents, focusing primarily on procedural support and support for psychiatric patients.

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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 clinical rotation 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 monthly 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

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Duke Children's Internship Application Form

****This information will be submitted electronically, please contact
ChildLifeStudents@dm.duke.edu for appropriate link****

Name _____ Date _____

Permanent Address _____

Current Telephone # _____ Email _____

University or College _____

Major _____ GPA: _____

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

Expected Graduation Date _____

Academic/Internship Advisor _____

Telephone # _____ Email Address _____

Contact name, email, and telephone # for affiliation agreement _____

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Additional Essay Questions

1. In 200 words or less, describe a challenge you have faced during your school or field work experience, and tell us how you overcame it.
2. Based on the scenarios below what issues would you predict for the patient/family based on your theoretical understanding of development and describe an intervention you would provide.
 - a. A 6 month old with RSV admitted through the emergency department, both parents are present at bedside and mentioned having a 6 year old.
 - b. A 4 year old with neuroblastoma admitted from outside hospital for a long term admission, receiving a bone marrow transplant as part of their treatment plan. Family is 3 hours away. A nurse reports that patient is hiding under the covers when staff enters the room, asking to go home, and hitting mother (only caregiver present) when getting vitals taken.
 - c. A 16 year old boy with diabetes admitted for DKA to the PICU, concerns by staff for medical compliance with insulin. Patient has had multiple admissions throughout the last year. Comes from a single mother family with limited resources and unable to be present at hospital due to work and caring for several younger siblings.