SAMPLE PRACTICUM LEARNING PLAN PROPOSAL

Practicum Learning Plan Proposal
Link to submit plan: http://jhsph.co1.qualtrics.com/SE/?SID=SV_eR4wtocpuucTScI

The Practicum Learning Plan Proposal outlines the roles and responsibilities of the Student, Preceptor and the Johns Hopkins Bloomberg School of Public Health. The goals, objectives, and deliverables of the practicum are also defined. The purpose is to ensure that all parties understand and agree upon the practicum activities.

To review the questions in the Practicum Learning Plan Proposal before submitting, please download the Microsoft Word version of this plan by clicking the link below.

IMPORTANT:
1. Please complete this form in one sitting. You may lose your responses if you do not complete the entire form in one sitting (you can review the questions before completing the survey by downloading the link below).

2. Please do not start your answer with a character value (i.e. do not start your answer with values such as *, -, /, +, etc.)

Download Microsoft Word version of Practicum Learning Plan Proposal

Description of the MPH Practicum
The intent of the practicum requirement is to engage students in activities aligned with their career goals, as well as activities that demonstrate application of public health concepts and critical thinking relevant to the student’s area of interest. Students will seek out activities that further develop their skill set and add new tools to their professional toolkit. Upon completion of the program, the student will be able to provide evidence of application of these skills to potential employers.

Preceptor Responsibilities
- Develop and agree to facilitate the practicum experience
- Provide adequate working space for the student as needed (e.g. computer, internet, desk)
- Review the organization’s policies and rules, as well as mission and goals with the student
- Provide the student with any necessary background information and materials as warranted
- Inform your organization’s leadership about the practicum, and identify an alternate preceptor
- Meet with the student regularly to provide necessary guidance and supervision, as well as establish and maintain project goals, objectives and timeline, and track student’s hours
- Identify other experiences, outside of the practicum, that will expose the student to the “flavor” of working at the practicum site (e.g. staff meetings, conference calls, etc.) if possible
- Complete evaluations of the student (JHSPH will contact you when it is time to complete these forms):
  - Progress Report (at the mid-point of experience)
  - Evaluation of student (at the end of experience)
- Communicate with JHSPH in regards to any issues or concerns throughout the practicum

Student’s Responsibilities
- Comply to the organization’s policies and rules
• Provide formal feedback on practicum progress at the mid-point and completion of practicum
• Remain in communication with the preceptor throughout the practicum
• Abide by the JHSPH Academic Ethics Code. Students are required to complete Academic and Research Ethics at JHSPH (550.860): 0-credit. Must be completed during the first term of matriculation.
• Do not engage in activities that violate standards for ethical practice or research (concerns about this should be communicated to Practicum Coordinator before an activity is undertaken)
• Communicate with JHSPH in regards to any issues or concerns throughout the practicum
• Complete evaluations of the practicum experience (JHSPH will contact you when it is time to complete these forms):
  o Progress Report (at the mid-point of experience)
  o Final Report (at the end of experience)

School’s Responsibilities
• Confirm with student and preceptor that proposed experience will meet practicum requirement
• Maintain communication with the student and preceptor throughout the project as warranted, including addressing any concerns or problems
• Work with the student and preceptor to evaluate the formal feedback on the progress of the practicum at the mid-point and completion of the practicum
• Track and evaluate the student’s progress and completion of course requirements

Student Contact Information
Your first name: StudentFirstName
Your last name: StudentLastName
Your phone number (XXX-XXX-XXXX): 222-222-2222
Your Email address: student@jhu.edu

Please indicate your academic program.

- Full-time (MPH only)
- Part-time/Online MPH
- MPH/MBA
- MPH/MSN
- MPH/MSW
- MPH/JD
- Residency

How did you connect with this practicum opportunity (select best answer)?

- Identified a JHSPH course with practicum component
- Identified a practicum with a JHSPH faculty member
- Found practicum on JHSPH Practicum Opportunity Site
- Found practicum on web or other media, other than JHSPH Practicum Opportunity Site
- Connected with practicum through SOURCE (other than BCP course)
- Connected with a practicum through a Certificate program
- Referred to practicum by JHSPH faculty member
- Found practicum at my work place
- Other

**If you select “Identified a JHSPH course with practicum component”, then you will select the course from a drop down menu and then skip to Question “Anticipated practicum start date:” (bottom of page 3)
Preceptor Contact Information

CV required if non-JHSPH faculty member. Please send to practice@jhu.edu

Primary Preceptor first name: Preceptorfirstname
Primary Preceptor last name: Preceptorlastname
Preceptor phone (XXX-XXX-XXXX): 333-333-3333
Preceptor Email Address: preceptor@email.gov
Primary Department (if JHSPH faculty member, search department here: http://www.jhsph.edu/faculty/directory/list): Not applicable

Alternate Preceptor Contact Information

CV not required, but contact information required below.

Alt preceptor first name: AlternateFirstName
Alt preceptor last name: AlternateLastName
Alt preceptor phone (XXX-XXX-XXXX): 444-444-4444
Alt preceptor email: altpreceptor@email.gov

Organization Information:

Name of organization where practicum is being completed: Maryland Colorectal Cancer Control Program, DHMH
City where organization is located: Baltimore
State or country where organization is located (e.g. Maryland, Virginia, Washington DC, Brazil, Japan, Uganda): Maryland

Brief description of organization

Mission, population focus, organization’s URL (if available)

The Maryland Colorectal Cancer Control Program (CRCCP) works to increase high quality CRC screening in Maryland residents 50 years and older to 80% by 2014. The Program objectives focus on reducing disparities in CRC burden, screening and access to care as well as promoting the United States Preventive Health Services Task Force colorectal cancer screening recommendations. The program conducts population based systems approaches to increase CRC screening through engaging Federally Qualified Health Centers (FQHCs), local health departments, the Maryland Medicaid program, and other state and local level partners.

Practicum Project goals and objectives (1 paragraph)

What are the goals and objectives of the project? What is the project aiming to accomplish?

Project Title: The Affordable Care Act and Cancer Screening: Implications for Maryland's Colorectal Cancer Screening Programs

The Affordable Care Act (ACA) requires private insurers to cover without co-pays “A” and “B” recommendations of the United States Preventive Services Task Force (USPSTF), which includes some colorectal cancer screening tests. ACA implementation across Maryland is expected to reduce the estimated 700,000 uninsured Maryland residents by half (source: Maryland Health Care Reform Coordinating Council) through
Medicaid expansion and allow residents to access and afford timely cancer screenings. Many of the newly insured Maryland residents are current patients of the Center for Cancer Prevention CRCCP. It is likely that those patients will turn to their local health department for help enrolling in and navigating the health system. To date, there are no ACA Maryland specific briefs, fact sheets, or presentations that address how the ACA implementation and Medicaid expansion may affect local cancer screening programs and their role as a resource for the newly insured.

Describe how the project is population-health focused (1-2 sentences)

This project will help Maryland current and potentially new residents in the Colorectal Cancer Screening Programs (and other screening programs) understand, enroll, and navigate the health system with the implementation of the ACA.

Short description of student’s contribution to the overall goals and objectives of the project (1-2 sentences)

What is the student’s contribution to the overall goals and objectives of the project? What is the student’s specific role in the project?

The intern will review and study applicable policies and regulations to develop the important communication materials needed to help patients navigate the health system as well as provide resources for local cancer screening programs.

Summary of student’s practicum duties (list)

Examples: conduct literature review of surveillance programs for health condition, execute data analysis to identify trends in utilization of medication, write final report to synthesize data, track current health policy trends, review similar programs to adapt for new program

NOTE: please do not start your response with special characters (i.e. do not use *, -, ^)

The student will:

1. Become familiar with the CRCCP program
2. Utilize available federal, state and local resources to analyze applicable elements of ACA and Medicaid expansion that relate to colorectal cancer screening
3. Work with State and local level staff to understand the audience specific questions, needs and program variance (via phone, email, online and/or in person interviews)

Summary of preceptor’s duties (list)

Examples: provide student with background materials, supervise student activities, provide student with feedback on work

NOTE: please do not start your response with special characters (i.e. do not use *, -, ^)

Provide background materials and connect student with resources

1. Supervise and guide the student throughout the project
2. Meet with the student regularly to ensure project progression
3. Provide opportunities to attend meetings, seminars, trainings, and meet with other DHMH staff as relevant

**Description of deliverables** (if applicable)

*Final products for the organization.*

Deliverables may include ACA Maryland specific briefs, fact sheets, and presentations

**Will the practicum be linked to the capstone project?**


- Yes – *Please explain how the practicum and capstone will be distinct.*
- No – Move on to next question
- Not sure – *Please explain why you are not sure if your practicum will be linked to your capstone project.*

**Anticipated practicum start date** (mm/dd/yyyy): 10/27/2014

**Anticipated mid-point Progress Report submission date (for non-course practicum)** (mm/dd/yyyy): 01/30/2015

**Anticipated practicum end date** (mm/dd/yyyy): 03/13/2015

*Final report will be due 2 weeks after end date. If completing practicum in the fourth term, final report is due May 1, 2015.*

**Will this experience fulfill your entire practicum requirement?**

- ✗ Yes
- No, I will be combining it with other experiences to fulfill the requirement

**Total Estimated Practicum Hours (for non-course practicum):** 120

**What specific public health practice competencies relate to your learning objectives for this experience?**

*Please choose at least one, and no more than three.*


- ✗ Analytical/Assessment Skills
- Policy Development/Program Planning Skills
- Communication Skills
- ✗ Cultural Competency Skills
- Community Dimensions of Practice Skills
- Public Health Sciences Skills
- Financial Planning and Management Skills
- Leadership and Systems Thinking Skills
- Other
What are your specific learning objectives for the practicum? Think carefully about what you hope to gain from the practicum experience and how you will accomplish your goals. Be specific so that your preceptor can evaluate you on how well you met your learning objectives.


**Example learning objective (from link above):** Develop policy recommendations

*Specific to practicum learning objective:* Develop my policy development skills by working with the health department to research food security programs and develop policy recommendations

**Example learning objective (from link above):** Apply methods of biostatistics

*Specific to practicum learning objective:* Integrate the skills I am learning in my biostatistics course to further my analytical skills by using Stata to conduct data analysis to evaluate a health insurance program.

**NOTE:** Please do not start your response with special characters (i.e. do not use *, -, ^)

Analytical/Assessment Skills: I will further my analytical and assessment skills through carefully reviewing federal, state and local resources and then analyzing the applicable elements of ACA and Medicaid expansion that relate to colorectal cancer screening.

Communication Skills: I will further develop my oral communication skills through interactions with state and local level staff. These interactions include providing project updates, requesting information to help understand audience specific questions for the deliverables, and giving presentations. I will also use written communication skills in the development of project deliverables.

Cultural Competency Skills: I will use cultural competency skills by creating briefs, fact sheets, and presentations that are specific to an audience, including those who are under- and un-insured.

I have reviewed and understand the description of the practicum experience, above, and I understand my responsibilities as a student.

☑ Yes

☐ No