

**MPH Practicum Learning Contract**

Upload the completed learning contract to the Practicum Dropbox prior to the start date of the practicum project. You cannot begin project work on your practicum project until these contract details have been approved by your faculty adviser and **a finalized affiliation agreement is on file** with the School of Public Health. If *not* e-mail [impactph@uw.edu](mailto:impactph@uw.edu) with Agency contact information. [impactph@uw.edu](mailto:impactph@uw.edu) if you have any other questions about these requirements.

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| **Student Name:** |  |
| **Agency Name:** |  |
| **Agency Address:**  **Contact Person Responsible for signing Affiliation Agreement:**  *Name, degree & title, email address* |  |
| **Subgroup, Department, or Program where students do Practicum (if applicable):** |  |
| **Site Supervisor:**  *Name, Degrees & Title, Phone number & Email address* |  |
| **Practicum Faculty Adviser:**  *Name, Degrees & Title, Phone number & Email address* |  |

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| **Quarter(s) practicum proposed for:**  *INSTRUCTIONS: The quarter(s) you plan to complete project work at the site. (Ex. Spring 2019, Summer 2020)* | **Number of credits to**  **be earned:**  *INSTRUCTIONS: Three (3) practicum credits are required for degree completion. If you plan to apply for credit beyond this requirement (maximum 6 credits) you will need to gain approval from your Departmental Graduate Program Advisor (with the exception of Nutrition students).* | **Quarter to sign up for credits:**  *INSTRUCTIONS: You must apply for credit the quarter you plan to complete the written assignment and the visual deliverable (e.g., poster). (Ex. Fall 2019, Winter 2020)* |

**Practicum Project Description**

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| *INSTRUCTIONS: Describe the nature and scope of your practicum project, including how this project will align with the needs of the agency and your professional goals.* |

**Practicum Project Work Site Locations and Resources**

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| *INSTRUCTIONS: Describe your* ***workspace location (s),*** *including percentage of time spent at each location,* ***personnel*** *(who you will be interacting with), and* ***access to materials/resources*** *necessary for completion of the project. If you will be doing any portion of the project* ***work abroad****, please specify that here.* |

**Human Subjects Review:**

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| *INSTRUCTIONS: Review the webpage for the UW Human Subjects Division to determine if your project will require an IRB review:* ***http://www.washington.edu/research/hsd/***  *After reviewing the IRB criteria, please indicate if your project will require an IRB review and specify why or why not****. SPH Faculty can help students determine if IRB is required.*** |

**Practicum Competencies**

*INSTRUCTIONS: Practicum projects must meet* ***5 of the 22 COMPETENCIES*** *required by the Council on Education for Public Health. See Appendix A - MPH PRACTICUM COMPETENCIES. \*****Note: You can select a maximum of 3 competencies from the Evidenced-Based Approaches to Public Health section\****

* ***LEARNING OBJECTIVES*** *describe the selected competencies that students will derive from the practicum experience.*
* ***TASKS*** *describe the assignments that students will complete during the practicum experience.*
* ***EVAL REQUIRED*** *pinpoints discernible areas of focus that students will later be evaluated on to demonstrate the attainment of competencies through the practicum experience.*

**Example for ONE competency attainment**

**COMPETENCY 18:** Select communication strategies for different audiences and sectors.

At the end of the practicum experience I will obtain **COMPETENCY 18** by **working with agency staff and community partners to develop print and online materials for a variety of audiences (TASKS).** I will be able to identify and explain the **unmet needs** of each audience **(EVAL REQUIRED)**, and will present workshop materials to demonstrate my knowledge of **culturally-relevant communication strategies** **(EVAL REQUIRED)** to help the agency better connect with its targeted populations.

*Please list the 5 competencies the project plans to meet below.* ***DO NOT LIST MORE THAN 5.***

**COMPETENCY [ ]:**

**COMPETENCY [ ]:**

**COMPETENCY [ ]:**

**COMPETENCY [ ]:**

**COMPETENCY [ ]:**

**Final Deliverables for the Site**

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| *INSTRUCTIONS: Describe your* ***Final Deliverable(s)*** *at the end of your practicum. You may use one or a few deliverables to demonstrate* ***attainment of Competencies*** *so long as sufficient evidence of learning is exhibited for each* ***Learning Objective****. If one Final Deliverable satisfies more than one Learning Objective, you must identify the specific* ***Tasks*** *and* ***Eval Required areas*** *associated with each Learning Objective in order to receive full credit.*  *EXAMPLE: I will create a multimedia story supporting a local community initiative that promotes racial and ethnic diversity and inclusivity in promoting community health.*  *EXAMPLE: Competencies attained through the above deliverable may include:*  ***Planning & Management to Promote Health*** *7. Assess population needs, assets and capacities that affect communities’ health  8. Apply awareness of cultural values and practices to the design or implementation of public health policies or programs*  ***Communication*** *18. Select communication strategies for different audiences and sectors  19. Communicate audience-appropriate public health content, both in writing and through oral presentation  20. Describe the importance of cultural competence in communicating public health content* |

**Timeline**

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| *INSTRUCTIONS: State your expected dates for involvement in and completion of the practicum project activities, including dates of conference with your site supervisor.* ***Please also include the dates that the mid-point review and final evaluation will be submitted.*** |

**Student Responsibilities** in carrying out the project:

1. Maintaining a work schedule agreed upon with the site supervisor
2. Completing the specified tasks of the project, including written assignments
3. Meeting with the site supervisor in regularly scheduled supervisory sessions to discuss the progress of the project
4. Maintaining contact with SPH faculty adviser regarding progress of the project, as agreed with the faculty adviser
5. Completing project tasks
6. Other (specify):

**Site Supervisor Responsibilities** in supervising the project:

1. Orienting the student to the agency/organization
2. Assisting the student in gaining access to information, personnel, and data required for the project
3. Provide assessments related to the student’s performance (mid-point review, final evaluation) by dates shown in their Timeline
4. Meeting with the student in regularly scheduled supervisory sessions
5. Other (specify):

# AGREEMENT

I have participated in the development of the practicum proposal and agree to conditions specified above. If it is necessary to change any of the specified conditions, I agree to make the changes known to each of the persons whose signatures appear below.

**PLEASE COMPLETE ALL FIELDS AND FINALIZE ALL SIGNATURES BEFORE UPLOADING. ONLY HANDWRITTEN OR OFFICIAL DIGITAL SIGNATURES ARE ACCEPTED.**

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| *Student Date* Click or tap to enter a date. |
| *Site Supervisor Date* Click or tap to enter a date. |
| *Practicum Faculty Adviser Date* Click or tap to enter a date. |
| **Student will submit the finalized contract to the Practicum Dropbox.** |

**APPENDIX A.**

**MPH Foundational Competencies**

The Council on Education for Public Health (CEPH) released its final version of new accreditation criteria for schools and programs of public health on October 30, 2016. **MPH practicum projects must meet five of the below competencies.**

***\*Students can select a maximum of 3 competencies from the Evidenced-Based Approaches to Public Health section\****

**Evidence-based Approaches to Public Health\***

1. Apply epidemiological methods to the breadth of settings and situations in public health practice

2. Select quantitative and qualitative data collection methods appropriate for a given public health context

3. Analyze quantitative and qualitative data using biostatistics, informatics, computer-based programming and software, as appropriate

4. Interpret results of data analysis for public health research, policy or practice

**Public Health & Health Care Systems**

5. Compare the organization, structure and function of health care, public health and regulatory systems across national and international settings

6. Discuss the means by which structural bias, social inequities and racism undermine health and create challenges to achieving health equity at organizational, community and societal levels

**Planning & Management to Promote Health**

7. Assess population needs, assets and capacities that affect communities’ health

8. Apply awareness of cultural values and practices to the design or implementation of public health policies or programs

9. Design a population-based policy, program, project or intervention

10. Explain basic principles and tools of budget and resource management

11. Select methods to evaluate public health programs

**Policy in Public Health**

12. Discuss multiple dimensions of the policy-making process, including the roles of ethics and evidence

13. Propose strategies to identify stakeholders and build coalitions and partnerships for influencing public health outcomes

14. Advocate for political, social or economic policies and programs that will improve health in diverse populations

15. Evaluate policies for their impact on public health and health equity

**Leadership**

16. Apply principles of leadership, governance and management, which include creating a vision, empowering others, fostering collaboration and guiding decision-making

17. Apply negotiation and mediation skills to address organizational or community challenges

**Communication**

18. Select communication strategies for different audiences and sectors

19. Communicate audience-appropriate public health content, both in writing and through oral presentation

20. Describe the importance of cultural competence in communicating public health content

**Interprofessional Practice**

21. Perform effectively on interprofessional\*\* teams   
\*\*Interprofessional refers to engagement with professionals outside of public health (eg, architects, nurses), rather than to engagement with individuals from other public health disciplines (eg, biostatisticians, health promotion specialists)

**Systems Thinking**

22. Apply systems thinking tools to a public health issue