

**MPH Practicum Learning Contract**

**Instructions for student**

* Complete the form, and have your Practicum Faculty Adviser and Site Supervisor review and sign the form.
* Upload the form to the Practicum Dropbox **prior** to the start date of the practicum project. Your Faculty Adviser, Site Supervisor, and Graduate Program Director must approve the learning contract before you can begin working on your practicum project.
* Students cannot begin practicum work until an affiliation agreement between the agency and the School of Public Health is signed.
* Email [sphpractice@uw.edu](mailto:sphpractice@uw.edu) if there are any questions about this form.

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| **Student Name:** | Click or tap here to enter text. |
| **Agency Name:** | Click or tap here to enter text. |
| **Site Name:** | Click or tap here to enter text. |
| **Site Address:** | Click or tap here to enter text. |
| **Site Supervisor:**  *Name, Title, Phone number & Email address* | Click or tap here to enter text. |
| **Practicum Faculty Adviser:**  *Name, Title, Phone number & Email address* | Click or tap here to enter text. |
| **Quarter:** Click or tap here to enter text. **Year:** Click or tap here to enter text. **to sign up for credits**  *Apply for credit the quarter you plan to complete your practicum requirements*  **Proposed number of credits to be earned:** Click or tap here to enter text.  *Students enrolled in the MPH program in Summer/Fall 2020 or later will require a minimum of* ***4*** *practicum credits (up to 6 with permission of the Practicum Faculty Adviser) for degree completion. Students enrolled before Summer 2020 require a minimum of* ***3*** *practicum credits.* | |

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| **Project Details** | |
| **Practicum Project Description** | *Describe the nature and scope of your practicum project, including how this project will align with the needs of the agency.* |
| **Practicum Deliverables** | *Describe* ***two products*** *to be developed for the site. You will also submit* [*a written and a visual deliverable*](https://sph.washington.edu/students/experiential/practicum/assignment) *(e.g., poster) to the School of Public Health.* |
| **Practicum Timeline** | *State your expected dates of involvement in and completion of the practicum project activities, including the dates that the mid-point review and final evaluation will be submitted.* |
| **Practicum Project Work Site Locations and Resources** | *Describe your workspace location(s), including percentage of time spent at each location, and access to materials/resources necessary for completion of the project.* |
| **Human Subjects Review:** | *Practica typically do not require IRB review and approval. If yours does, work with your SPH practicum faculty adviser on how to apply for IRB approval.*  YES  NO |

**Practicum Competencies**

*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 ONE (1) competency from the Evidenced-Based Approaches to Public Health section\****

**Competency activity example:**

Competency [18] select communication strategies for different audiences

I will obtain competency 18 by:

* preparing communication toolkits for a variety of audiences such as clients, donors, agency staff and external collaborators;
* drafting press releases to communicate organizational updates to the general public; and
* contributing to my team’s culturally-relevant communication strategies to help the agency better connect with its targeted populations.

**List and describe the 5 competencies your practicum plans to meet below:**

**Competency [ ]:**

**Competency [ ]:**

**Competency [ ]:**

**Competency [ ]:**

**Competency [ ]:**

**Agreement**  
**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 regularly to discuss the progress of the project
4. Maintaining contact with the SPH Faculty Adviser regarding progress of the project, as agreed with the Faculty Adviser
5. 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. Providing 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):

# I, the student, agree to conditions specified above. If it is necessary to change any of the specified conditions, I will seek approval of the Site Supervisor and Faculty Adviser before the changes are implemented, and will notify the Manager of Experiential Learning ([sphpractice@uw.edu](mailto:sphpractice@uw.edu)) immediately.

**All fields must be completed. We accept handwritten or official digital signatures (e.g., Adobe digital signatures). We also accept pasted images of signatures. The Graduate Program Director provides oversight to the practicum curriculum and should be the last person to sign before the student submits the finalized contract to the Practicum Dropbox:** <https://practicum.sphcm.washington.edu/mypracticum>

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| *Student Signature Date* Click or tap to enter a date. |
| *Site Supervisor Signature Date* Click or tap to enter a date. |
| *Practicum Faculty Adviser Signature Date* Click or tap to enter a date. |
| *Graduate Program Director Signature Date* Click or tap to enter a date. |

**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 1 competency 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 (e.g., architects, nurses), rather than to engagement with individuals from other public health disciplines (e.g., biostatisticians, health promotion specialists)

**Systems Thinking**

22. Apply systems thinking tools to a public health issue