

**MPH Practicum Learning Contract**

**Instructions for student**

* Complete the form and have your Practicum Faculty Adviser, Site Supervisor, and MPH Program Director review and sign.
* Upload the **signed** form to the [Practicum Dropbox](https://practicum.sphcm.washington.edu/) **prior** to the start date of the practicum project. SPH Manager of Experiential Learning must approve the form before you can begin working on your practicum project.
* An affiliation agreement between the organization and the School of Public Health must be established before you can begin practicum work.
* Email [sphpractice@uw.edu](mailto:sphpractice@uw.edu) if you have questions.

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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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| **Practicum Project Details** | |
| **Project Title** |  |
| **Project Description** | *Describe the nature and scope of your practicum project, including how this project will align with the needs of the agency.* |
| **Site 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.* |
| **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.* |
| **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 [ ]:**

**Practicum Agreement**

**I, Student (signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date**Click or tap to enter a date. **agree to the following responsibilities in carrying out the practicum project, and will submit the fully signed contract to the Practicum Dropbox before starting my practicum project:** <https://practicum.sphcm.washington.edu/>

1. Maintain a work schedule agreed upon with the Site Supervisor.
2. Complete the specified tasks of the project, including written assignments.
3. Meet with the Site Supervisor regularly to discuss the progress of the project.
4. Maintain contact with the SPH Faculty Adviser regarding progress of the project, as agreed with the Faculty Adviser.
5. 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 SPH Manager of Experiential Learning immediately.

**I, Site Supervisor (signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date**Click or tap to enter a date. **agree to the following responsibilities in supervising the practicum project:**

1. Orient the student to the agency/organization.
2. Assist 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. Meet with the student in regularly scheduled supervisory sessions.

**I, Practicum Faculty Adviser (signature)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date**Click or tap to enter a date. **agree to the following responsibilities in mentoring the practicum project:**

1. Be a resource to the student and the site supervisor throughout the duration of the practicum.
2. Advise the student on selecting a balanced set of practice-oriented, competency-based activities.
3. Evaluate the student’s competency attainment through a portfolio approach (e.g., site evaluation, site products, SPH assignments) at the end of the practicum.

**I, MPH Program Director (signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Date**Click or tap to enter a date. **provide oversight to the practicum curriculum**, including:

1. Set consistent standards for students’ practice work within my program/department.
2. Provide additional resources for students, site supervisors, and faculty advisers in my program/department as needed.

**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