

CHILDREN'S SPECIALIZED HOSPITAL INTERNSHIP TRAINING GUIDE

The following is an example of a 15-week internship program at Children's Specialized Hospital. Depending on the length of the internship, this outline may be altered. However, this should serve as a general guide for the type of training students receive at this facility.

WEEK 1

- Attend Hospital Orientation
- Orientation, introduction to staff, facility, and assigned unit.
- Shadowing of clinical supervisor, and/or other certified staff, observing treatments and programs, taking notes of observation and questions to be answered at scheduled supervision.
- Review Student Manual
- Review Department Policies and Procedures (on "My Computer" on The "Q/recther" Drive, folder called "policies and procedures", folder labeled "2011")
- Complete Medical Terminology assignment
- Orientation/Inservice to selected department programs begins.
- Attend staff meetings
- Meet with intern supervisor.
- Establish internship goals and objectives

WEEK 2

- Assist with R.T. programs, both structured and unstructured.
- Continue review of recreational departmental manuals with special attention to mission, organization, and programs offered by departments (protocols).
- Begin orientation with other disciplines (i.e. speech, occupational therapy, physical therapy).
- Inservice to medical chart review
- Inservice regarding DPM/PFM
- Meet with intern supervisor.

WEEK 3

- Begin planning activity sessions and assume co-leadership role in designated activities; hand in an outline including goals of activity to intern supervisor.
- Observe R.T. initial team assessments
- Continue orientation with departments.
- Orientation about special events.
- Orientation to Out-Trips
- Orientation to documentation and assessments.
- Meet with intern supervisor.

WEEK 4

- Continue planning activity sessions and assume co-leadership role designated activities.
- Collaborate with other disciplines regarding information preparation for DPM/PFM
- Practice writing an evaluation and progress note.
- Begin to select a special event.
- Attend an out trip if possible.
- Begin to select an inservice topic that will be presented to recreational therapy department
- Begin to treat individual patients, take on own caseload.
- Complete 1st Diagnosis Review.

WEEK 5 THROUGH 6

- Evaluate a patient independently, and perform required documentation.
- Select a location for the out trip
- Independently plan and implement recreational therapy programs.
- Finalize plans for special event, discuss with internship coordinator.
- Review mid-term report with internship supervisor.
- Complete Weekly Diagnosis Reviews.

WEEK 7 THROUGH 12

- (Between weeks 7-9) Assume and maintain the majority of the responsibilities that a typical staff member performs
- Learn budget processes/
- Implement and evaluate special event
- Implement and evaluate out trip.
- Present inservice to Recreational Therapy Department.
- Complete at least 2 Weekly Diagnosis Reviews (TBD during internship based on needs)

WEEK 13-15

- Prepare patients and staff for your separation.
- Conduct “practice interview” with department member or dept. supervisor (not internship supervisor)
- Participate in final evaluation with recreation therapy intern supervisor.

*Attendance of Friday Night Fever and other outpatient programs will be coordinated based on the schedule. Students will assist with these events based out of either the Mountainside, New Brunswick or Toms River sites.