

Western University  
Faculty of Health Sciences  
**School of Health Studies**

**HEALTHSCI 3990 – Health Studies Internship**

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**NOTE:** All course information including grades, assignment outlines, deadlines, etc. are available via OWL. Check the website regularly for course announcements.

**Calendar Course Description (including prerequisites/anti-requisites):**

This course provides students with preparatory workshops and an applied professional learning experience for a period of 8-16 months at a sponsoring agency approved by the Faculty of Health Sciences. Using an application/interview process, selected students will be entered into the course once hired by external employers.

**Prerequisite(s):** Completion of 2nd year in the School of Health Studies with a minimum average of 70%, and participation in Preparation and Training Workshops; approval of, and acceptance into, an internship work term and permission from the Faculty of Health Sciences.

**Antirequisite(s):** Kinesiology 3890.

**Extra Information:** Pass/Fail. 1.0 course.

Credit for this course will not be given unless a minimum 8-month internship and all other mandatory components have been completed. This course may not be used as a substitute for any other course in the School of Health Studies. On successful completion, credit for the course will be given in the year in which initial registration in the course took place.

*You are responsible for ensuring that you have successfully completed all course pre-requisites, and that you have not taken an anti-requisite course.*

*Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.*

**NOTE:** If you wish to enrol in this course without the stated pre-requisite(s), you must obtain written approval from the course instructor. The approval should then be forwarded to your academic counsellor.

**General Learning Outcomes:**

Upon successful completion of the Health Studies internship, the student will be able to:

- Understand how knowledge and skills gained through their academic program of study can be applied within a professional workplace environment.
- Understand and apply the ethical codes of conduct and professional obligations that govern professional practice and research in the health sciences

- Develop new knowledge and skills to facilitate connections between theory and practice.
- Demonstrate gains in personal development (e.g., heightened self-awareness, citizenship, understanding of work and personal values, career and professional development, etc.).
- Identify opportunities in their discipline and see connections between other areas of study.
- Articulate transferable skills and career competencies; identify areas for future knowledge and skill development.

### **Internship Learning Outcomes:**

Learning outcomes specific to each student's internship will be identified and agreed upon by the student, supervisor, course instructor, and placement coordinator at the start of the internship (see "Course Requirements" for more details).

### **Course Requirements:**

The student will participate in several structured activities aimed to enhance the work experience and contribute towards the student's learning.

Internship deliverables:

1. Internship Agreement: Prior to the start of the internship, the student will meet with the placement coordinator to sign an Internship Agreement.
2. Learning Contract: At the start of the internship, the student will complete a Learning Contract in a collaborative manner with the supervisor, to be approved by the course instructor.
3. Mid-Point Reflection: At the mid-point of the internship, the student will complete a Mid-Point Reflection activity designed to monitor the student's progress at the internship site.
4. Final Report: At the end of the internship, the student will submit a Final Report.

In addition to the internship deliverables, the placement coordinator will conduct a mid-point site visit or check-in call with the student and supervisor. The supervisor will be asked to complete two Evaluations during the internship – Interim and Final.

### **Required Course Material/Text:**

Any required readings will be posted on OWL.

### **Course Evaluation:**

Students must successfully address all course requirements noted above. **The internship will be graded on a Pass/Fail basis.**

## **Course/University Policies**

### **1. Academic offences:**

They are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/scholastic\\_discipline\\_undergrad.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf)

A) Students must write their essays and assignments in their own words. Whenever students take an idea, or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence (see Scholastic Offence Policy in the Western Academic Calendar). All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between Western

University and Turnitin.com <http://www.turnitin.com>

## 2. Health and Wellness:

Information regarding health and wellness-related services available to students may be found at <http://www.health.uwo.ca/>.

Students who are in emotional/mental distress should refer to Mental Health@Western (<http://www.health.uwo.ca/>) for a complete list of options about how to obtain help.

## 3. Support Services

There are various support services around campus, and these include, but are not limited to:

1. Student Development Centre -- <http://www.sdc.uwo.ca/ssd/>
2. Student Health & Wellness -- <http://www.health.uwo.ca/>
3. Registrar's Office -- <http://www.registrar.uwo.ca/>
4. Ombudsperson Office -- <http://www.uwo.ca/ombuds/>

## 4. Documentation for Academic Accommodation (Illness, Medical/Non-Medical Absences):

[http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryId=1&SelectedCalendar=Live&ArchiveID=#Page\\_12](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryId=1&SelectedCalendar=Live&ArchiveID=#Page_12)

Students who experience an extenuating circumstance (illness, injury, or other extenuating circumstance) sufficiently significant to temporarily render them unable to meet academic requirements may submit a request for academic consideration through the following routes:

- (i) Submitting a Self-Reported Absence (see below for conditions)
- (ii) For medical absences exceeding 48 hours, submitting a Student Medical Certificate (SMC) signed by a licensed medical or mental health practitioner to their Academic Counselling in their Faculty of registration in order to be eligible for Academic Consideration; or
- (iii) For non-medical absences exceeding 48 hours, submitting appropriate documentation (e.g., obituary, police report, accident report, court order, etc.) to Academic Counselling in their Faculty of registration in order to be eligible for academic consideration. Students are encouraged to contact their Academic Counselling unit to clarify what documentation is appropriate.

Students seeking academic consideration **must communicate with their instructors no later than 24 hours** after the end of the period covered by either the self-reported absence or SMC, or immediately upon their return following a documented absence.

### **The following conditions are in place for self-reporting of medical or extenuating circumstances:**

- a. a maximum of two self-reported absences between September and April and one self-reported absence between May and August;
- b. any absences in excess of the number designated in clause a above will require students to present a Student Medical Certificate (SMC) or appropriate documentation supporting extenuating circumstances to the Academic Counselling unit in their Faculty of registration no later than two business days after the date specified for resuming responsibilities.
- c. The duration of the excused absence will be for a maximum of 48 hours from the time the Self-Reported Absence form is completed through the online portal, or from 8:30 am the following morning if the form is submitted after 4:30 pm;
- d. The duration of the excused absence will terminate prior to the end of the 48 hour period should the student undertake significant academic responsibilities (write a test, submit a paper) during that time;
- e. The duration of an excused absence will terminate at 8:30 am on the day following the last day of classes each semester regardless of how many days of absence have elapsed;
- f. Self-reported absences will not be allowed for scheduled final examinations; for midterm examinations scheduled during the December examination period; or for final lab examinations scheduled during the final week of term;
- g. Self-reporting may not be used for assessments (e.g. midterm exams, tests, reports, presentations, or essays) worth more than 30% of any given course; For medical and non-medical absences that are not eligible for self-reporting, Health Studies students must submit an Academic

Consideration Request form found online

[https://www.uwo.ca/fhs/shs/academic\\_counselling/files/acad\\_accomm.pdf](https://www.uwo.ca/fhs/shs/academic_counselling/files/acad_accomm.pdf) in addition to an SMC or appropriate documentation in the event of a non-medical absence. These documents will be retained in the student's file and will be held in confidence in accordance with the University's Official Student Record Information Privacy Policy.

#### **5. Grades:**

Where possible assignment objectives and rubrics will be posted on OWL. Should you have a concern regarding the grade you received for an assignment or feel that it is unfair in any way, you must wait 24 hours from the receipt of the assignment to approach the instructor. In doing so, please make an appointment and prepare in writing, with evidence, why you feel your grade is inappropriate. Please be aware that in requesting a grade reassessment, your grade could go up/down/or stay the same.

#### **6. Student Code of Conduct**

The purpose of the Code of Student Conduct is to define the general standard of conduct expected of students registered at Western University, provide examples of behaviour that constitutes a breach of this standard of conduct, provide examples of sanctions that may be imposed and set out the disciplinary procedures that the University will follow. For more information, visit <https://www.uwo.ca/univsec/pdf/board/code.pdf>