

*Wright State University*

*MPH Practice Placement*  
*Guidelines*

*Academic Year – 2009-2010*

*[Revised:08/01/09]*

## **MPH Practice Placement**

All MPH students are required to take a minimum of four (4) quarter hours of practice placement in order to fulfill applied learning time toward degree completion.

The purpose of the practice placement is to:

- 1) Provide students with applied learning in the area of public health, community health and/or preventive medicine.
- 2) Provide students with applied learning experiences beyond those that are part of their regularly scheduled work duties.
- 3) Provide community practice placement sites with valuable student resources to assist with initiatives, research, studies, and exploration.
- 4) Ensure the applied learning pivotal to a community-academic partnership.
- 5) Demonstrate students' ability to establish specific, measurable, public health learning objectives, understand public health problems, articulate solutions, think critically about public health issues, express learning in both written form and in oral presentation and prepare to conduct public health research.

### **I. Practice Placement**

The practice placement will provide the student with the opportunity to engage in an area of specific interest, and may assist in the formulation and articulation of the culminating experience. The placement can be in any area of public health, community health, or preventive medicine. For in-career students, practice placements may be completed within their primary place of employment. However, the activities involved in such practice placements must be beyond the students' regular scope of work-related duties. Prior to the beginning of the practice placement, each student will submit a Practice Placement Application Form to the MPH Program Coordinator (*Appendix A*).

### **II. Learning Objectives:**

**At the conclusion of the practice placement, the student should be able to:**

1. Demonstrate a new or expanded awareness and understanding of a segment of public health.

2. Demonstrate awareness and general understanding of the function and operations of a public health, or other health care related, facility or entity.
3. Demonstrate the student's active appropriate participation and engagement with the site preceptor and other staff in learning about the function and operations of a public health, or other health care related, facility or entity.
4. Demonstrate an understanding of public health research design, critical literature review, and both quantitative and qualitative methods used in public health research.

Students will submit to the Assistant Director for Public Health Service, or his/her designate (the "Course Director"):

**Prior to the Beginning of the Practice Placement**

1. A list of specific, measurable, public health learning objectives which the student anticipates that he/she will accomplish from the practice placement (*Appendix A*).
2. A mutually acceptable time and place for an initial on-site meeting with the student, Course Director and the site preceptor.

**At the End of the Practice Placement**

1. A comprehensive journal of the student's daily practice placement activities, including reflection of experiences, number of hours spent on each activity, the exact nature of the activity, individuals present at the activity etc. Special emphasis should be given to documenting the student's active and appropriate engagement in the practice placement activities, and how the activities relate to the student's specific, measurable, public health learning objectives.
2. A written summary of not less than five typewritten pages, documenting how the student's specific, measurable, public health learning objectives were, or were not, met as a result of the practice placement.
3. A completed evaluation form (*Appendix B*) of the student's practice placement experience.

Site Preceptors will:

- 1) Work closely with the student and the Course Director to ensure a positive and productive learning experience.

- 2) Work closely with the student to schedule sufficient applied learning time in the practice placement, discuss such learning and its relationship to the student's specific, measurable, public health learning objectives, and guide students throughout the practice placement.
- 3) Complete the student evaluation form (*Appendix C*) and submit it directly to the MPH Program Coordinator.

The Course Director will:

1. Attend the initial on-site meeting with the student and the site preceptor.
2. Maintain effective communication with both the site preceptor and the student throughout the practice placement.
3. Ensure evaluative materials have been submitted in a timely manner and submit a final evaluation to the student upon completion of the practice placement.
4. Complete the student evaluation form (*Appendix D*) and forward a copy to the student and one to the MPH Program Coordinator.
5. Submit a grade of P/U (Pass or Unsatisfactory) to the Registrar's Office.

Operational Aspects of the Practice Placement

- Four quarter hours of credit translates to a total of 120 contact hours. Ninety hours are accomplished as supervised applied learning experience during the practice placement. The remaining 30 hours are accomplished by successfully completing the Public Health Research Design and Methods series of five classes.
- Students may take additional practice placement hours upon approval of their academic advisor and the Course Director.
- The practice placement may extend over more than one academic quarter. Students are therefore encouraged to start planning for the practice placement as soon as possible after entering the MPH Program.
- If the students' practice placement will extend over more than one academic quarter, students should register for the practice placement course in the quarter in which they plan to complete all of the course requirements.

*Appendix A*

**Practice Placement Application Form**

**Please complete this form and submit it with your most recent resume to the Course Director or the MPH Program Coordinator.**

**Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_

**Home Mailing Address:** \_\_\_\_\_  
\_\_\_\_\_  
**Work Mailing Address:** \_\_\_\_\_  
\_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_ **Evening Phone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Complete the following:**

**1) Do you have a proposed practice placement?**  **Yes**  **No**

*(If yes, answer a, b, and c)*

**a. Briefly describe the practice placement you are planning to complete.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**b. Who will serve as your on-site preceptor and his/her title?**

\_\_\_\_\_  
\_\_\_\_\_

**c. Please include his/her contact information.**

\_\_\_\_\_  
\_\_\_\_\_

*(If no, answer d and e)* **If you do not have a practice placement to propose, please list two-three areas of interest.**

**d. Primary Interest Area:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**e. Secondary Interest Area:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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2) Develop three (3) specific, measurable, public health learning objectives you would like to achieve as a result of the practice placement.

a. Learning objective 1 \_\_\_\_\_

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b. Learning objective 2 \_\_\_\_\_

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c. Learning objective 3 \_\_\_\_\_

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Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Site Preceptor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*For MPH Office Use*

Hours Completed: \_\_\_\_\_ Quarter Completed: \_\_\_\_\_

\_\_\_\_\_  
Assistant Director of Public Health Service Signature

**Practice Placement Evaluation  
By Student**

**Please complete this evaluation of your practice placement experience and return it directly to the MPH Program Coordinator**

**Student Name:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Practice Placement Location:** \_\_\_\_\_

**Site Preceptor:** \_\_\_\_\_

**Course Director:** \_\_\_\_\_

**Please score the following items on a likert-type scale “1” being the lowest score and “4” being the highest.**

***1) Strongly Disagree***

***4) Strongly Agree***

**a) My learning objectives were met.**

**b) My site preceptor was helpful in my learning experience.**

**c) My course director was actively and appropriately involved in my learning experience.**

**d) I have benefited from this practice placement experience.**

**e) I have a better idea of how to formulate my applied problem paper/project as a result of this practice placement.**

**(Briefly respond to the following questions in narrative form)**

**f) Describe how the practice placement met or did not meet your learning objectives.**

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**g) Describe any changes that occurred in your learning objectives once you began your practice placement.**

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**h) List three things that you would have liked changed relating to the practice placement.**

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**i) List three positive aspects of the practice placement.**

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**j) How many times did you meet with your course director during the practice placement?**

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**k) Share any suggestions for improvement you have regarding practice placements for:**

**i. Students** \_\_\_\_\_

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**ii. Site Preceptors** \_\_\_\_\_

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**iii. Course Director** \_\_\_\_\_

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**iv. Agency Placement** \_\_\_\_\_

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**v. MPH Program Coordinator** \_\_\_\_\_

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**Practice Placement Evaluation  
By Site Preceptor**

**Please complete this evaluation of the student who has been working under your direction and return it directly to the MPH Program Coordinator**

**Student Name:** \_\_\_\_\_

**Course Director:** \_\_\_\_\_

**Practice Placement Location:** \_\_\_\_\_

**Site Preceptor Name:** \_\_\_\_\_

**Site Preceptor Signature:** \_\_\_\_\_

**Please score the following items on a likert-type scale “1” being the lowest score and “4” being the highest.**

*1) Strongly Disagree*

*4) Strongly Agree*

**a) The student’s learning objectives were met.**

**b) The student was responsible and professional during his/her applied learning time.**

**c) The WSU course director was actively and appropriately involved in the student’s learning experience.**

**d) The student benefited from this practice placement experience.**

**e) I would like to assist with future MPH student practice placements in the capacity of site preceptor.**

**Practice Placement Evaluation  
By Course Director**

**Please complete this evaluation of the student who has been working under your direction and return it directly to the MPH Program Coordinator. Students will receive a copy of this evaluation for their records.**

**Student Name:** \_\_\_\_\_

**Course Director:** \_\_\_\_\_

**Practice Placement Location:** \_\_\_\_\_

**Assistant Director for Public Health Service:** \_\_\_\_\_

>>> **Student Grade:**  *Pass*  *Unsatisfactory*

**1) I reviewed the practice placement learning objectives with the student.**  **Yes**  
 **No**

**2) I reviewed the practice placement learning objectives with the site preceptor.**  **Yes**  
 **No**

**3) How many times during the quarter did you have communication with the student either in person, by telephone, or email?**

**4) How many times during the quarter did you have communication with the site preceptor either in person, by telephone, or email?**

5) Rate the following on the four-point likert-type scale.

*1) Strongly Disagree*

*4) Strongly Agree*

a) The student gained practical experience in the management and operations of the agency or other entity involved in the practice placement to the extent consistent with the student's learning objectives.

b) The student gained practical experience with financial and budgetary issues of the agency or other entity involved in the practice placement to the extent consistent with the student's learning objectives.

c) The student gained an awareness of policy issues and/or politics associated with the practice placement.

d) The student gained an increased awareness of community-based action research and/or partnerships in public health consistent with the student's learning objectives.

e) The student applied knowledge, skills, and techniques that have been introduced through the core curriculum of the MPH program.

f) The student's journal was well done and comprehensive in nature.

g) The student's practice placement summary paper was well written and demonstrated an appropriate amount of learning.

**Do you have any suggestions to improve the practice placement for:**

**a) Student** \_\_\_\_\_

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**b) Site Preceptor** \_\_\_\_\_

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**c) Other Faculty** \_\_\_\_\_

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**d) Community Sites** \_\_\_\_\_

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**e) MPH Program Administration** \_\_\_\_\_

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**Overall, my rating of the student's performance is:**

- Excellent**
- Above Average**
- Average**
- Below Average**
- Poor**

