



## **MPH Practicum Handbook & Guidelines**

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The **Practicum Handbook** has been prepared to assist students in securing and completing a meaningful practicum experience that meets the academic standards of the SRU MPH program as well as the Council on Education for Public Health (CEPH) the accrediting body for Programs and Schools of Public Health.

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## **Introduction to the Practicum Experience**

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### **General Information**

The practicum (applied practice experience) is a requirement for the Master of Public Health (MPH) degree at Slippery Rock University. MPH students are required to complete an approved, planned, and supervised practicum. The practicum is an integral component of professional training in public health, enabling students to apply theoretical learning and learn from professionals in the field. The practicum requires students to develop a set of goals and objectives while under the supervision of a preceptor and faculty advisor.

### **Objective**

The principal objectives of the practicum are:

- Apply knowledge, techniques, and skills acquired from the classroom;
- Provide students with a practical experience in an applied public health and/or community health setting;
- Integrate theory and research with practice and develop skills in the field of study;
- Provide students with an opportunity to learn how one organization functions;
- Allow students a real-world experience and explore a career focus in Public Health;
- Develop new skills in working as a member of multidisciplinary teams.

Experience has shown one of the best ways to accomplish the practicum goals and objectives is for the preceptor and the student, with faculty consultation, define tasks and projects of importance to the organization and to the student.

### Practicum Checklist

The checklist below is for your own use. Each step is described and explained on the pages that follow. Please check with your Practicum Faculty Advisor with any questions you may have.

	Step 1. One to two semesters prior to the Practicum attend the Practicum Orientation Session (Check with your advisor for dates)
	Step 2. Complete pre-requisite (21 credits of core courses) course requirements and review roles and professional responsibilities
	Step 3. Research, Identify and Meet with potential Practicum Sites/Practicum Site Supervisor
	Step 4. Meet with your faculty practicum advisor to discuss your practicum site options and required documents
	Step 5. Register for HLTH 609 for the academic term you will be starting the Practicum experience
	Step 6. Complete your practicum hours
	Step 7. Have your Practicum Site Preceptor complete the required online preceptor evaluation through Qualtrics (see Form C)
	Step 8. Submit your online Student Practicum Evaluation through Qualtrics (see Form D)
	Step 9. Submit your Practicum Final Report to the HLTH 609 course Dropbox
	Step 10. Present your practicum

## **Required Steps for Practicum Experience Completion**

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### **Step 1. Attend the Practicum Orientation (Sessions will be offered Fall and Spring terms)**

- The practicum orientation session will include introductions from the faculty advisors, discussion of the practicum requirements, practicum goals and objectives, and resources available for a successful practicum experience.

### **Step 2. Practicum Course Pre-requisite Requirements and Roles and Professional Responsibilities**

#### **Prerequisites**

- You may begin the practicum after completing a minimum of 21 credit hours toward the MPH degree.
- Be in good academic standing, with a minimum 3.0 overall GPA
- Have a practicum site and project approved by the Practicum Faculty Advisor

#### **Role of the Practicum Faculty Advisor**

- The primary role is to: ensure students are aware of the requirements and expectations of the practicum by providing mandatory practicum orientation in Fall semester, as well as meeting with students individually with questions, issues, or concerns relating to the practicum.
- Provide resources and leads for students to locate practicum opportunities.
- Works with the preceptor to ensure they are aware of practicum expectations by providing them with the SRU MPH Practicum Handbook.
- Be available for questions or concerns regarding the practicum from the student, preceptor, and the faculty advisor.
- Track and collect final copies of practicum paperwork from all parties.
- Send out reminders to students, preceptors, and faculty advisors regarding practicum paperwork and deadlines. Post practicum grades once all paperwork has been received at the conclusion of the practicum.

#### **Role of Practicum Preceptor**

- The preceptor is the individual at the practicum site that agrees to mentor the student and oversee the day-to-day activities and projects the student is involved in.
- The preceptor should have expertise in assigned project areas, experience and status within the organization, and the ability and desire to supervise and mentor a student.
- The primary role of the preceptor is to designate appropriate tasks that meet the needs of the organization, address the learning objectives and MPH competencies for the student.
- At the conclusion of the practicum, preceptors are required to complete the preceptor evaluation (student will email the preceptor a link to complete the evaluation (see Form

C for the evaluation specifics).

### **Student Responsibilities While at the Practicum Site**

- Be professional in appearance and conduct
- Have an initial meeting with the preceptor to discuss expectations including dress and attendance, and schedule
- Adhere to the schedule predetermined with the preceptor
- Be punctual, and notify the preceptor as soon as possible if you will be late or absent
- Practice professional courtesy when communicating with clients and other health professionals
- Clearly identify yourself as a student when interacting with the public or with other health professionals
- Keep the preceptor and faculty advisor informed of your progress
- Actively seek feedback and incorporate suggestions into performance improvements
- Ask for additional responsibilities when appropriate
- Complete daily activities log
- Produce a quality project that is useful to the organization
- Evaluate the practicum at the end of the experience and review your evaluation with the preceptor
- Send the preceptor a thank you letter at the conclusion of the practicum

## **Step 3. Research, Identify and Meet with Potential Practicum Sites/Practicum Site Supervisor**

### **Choosing a Practicum**

- Prior to contacting a potential practicum site, you should have an updated resume (please see Appendix B) as most potential preceptors will want to know your background to make sure you are a good fit for the organization.
- Securing a practicum site represents a mix of student and faculty-initiated activities. It is ultimately the student's responsibility to secure a practicum site and to utilize the resources available to them. Students can initiate their practicum search in a number of ways, including personal and/or professional contacts, Department of Public Health database, and faculty recommendations. The practicum can occur within a variety of organizations including, community-based, non-profit, as well as Federal and State agencies, county and local health departments.
- If your practicum involves research (primary data collection or secondary data analysis), students should be aware of the implications that the IRB process may have on their practicum.
- If IRB approval is needed, it may lengthen the practicum

### **Practicum Site Criteria**

#### **The practicum site must meet the following criteria**

- The site must be an organization, agency or community health center engaged in public health activities, allowing the student to develop skills or competencies included in the academic program as outlined in the CEPH MPH foundational and Concentration

competencies (e.g. program planning, evaluation, management, data analysis, policy development).

- The organization provides a preceptor who is willing and able to spend regularly scheduled time with the student and provide guidance.
- The organization exhibits willingness to gradually increase student responsibility and independence over the duration of the practicum experience.

#### **Completing your Practicum with your current employer**

- If you choose to complete your practicum at your present place of employment, your current place of work must meet the above practicum site criteria.
- Please make sure to discuss this with your academic practicum advisor.

### **Step 4. Meet with your Faculty Practicum Advisor to Discuss Your Practicum Site**

#### **Options and Required Documents**

- Once you have identified a potential site(s) please set up a meeting with your practicum advisor to discuss your proposed site.
- Complete the Practicum Learning Agreement document, (Form A).
- Your faculty advisor will work with you and your site preceptor to ensure adequate competencies (3 foundational and 2 core concentration competencies are required for each practicum learning experience) are chosen based on practicum goals and objectives and final work products (minimum of 2) delivered to the organization. Goals and objectives will be discussed and written collaboratively that outline the step-by-step process to delivering your final work products to the organization.

#### **Completing the Learning Agreement**

- The effectiveness of the practicum is greatly enhanced when the student, preceptor, and advisor seek to clearly define the learning objectives, competencies, and final products for the practicum.
- Your responsibility is to ensure that all information is complete on the learning agreement.
- The learning agreement must be signed by all parties and a copy of the agreement should be retained by all parties for future reference and monitoring.

#### **Guide to Writing Quality Learning Objectives**

- The learning objectives are statements describing the work that will be performed and what the student expects to gain from the experience. They are written with guidance from the preceptor and the faculty advisor. Throughout the practicum, the learning objectives will guide the student's progress and allow the preceptor and advisor to evaluate the student's performance.

Each objective should be a brief, clear statement that explains the tasks that will be performed and what the student will be evaluated on. Objectives should be "SMARTER":

- **SPECIFIC** – Include details that define the goal
- **MEASURABLE** – An objective that can be quantified can easily be evaluated
- **ACCEPTABLE** – all parties (preceptor, advisor and student) should agree on what will be accomplished in the 200 hours practicum.
- **REALISTIC** – each objective must be practical and attainable within the practicum experience
- **TIME-BOUND** – some objectives will have to be completed before others, and all need to be completed by the end of the practicum
- **EXPAND** – The work completed in this practicum develops public health skills
- **REWARDING** – The objectives are contributing to the organization and the overall field of public health. The organization is also reaping benefits from the work the student is doing.

#### **Step 5. Register for HLTH 609 for the Academic Term You Will be Starting the Practicum Experience**

- In the traditional course sequence students register and complete the 200-hour practicum in Summer term year 1 of the MPH program.
- Option to complete the practicum in the Fall or Spring terms of year 2 (discuss with your advisor).

#### **Step 6. Complete Your Practicum Hours During the Practicum**

- Keep a detailed log of activities during the practicum (please use the MPH Practicum Activity Log (Form B)).
- The activity log will be helpful in drafting the final written report and PowerPoint presentation that will be submitted in the HLTH 609 course.

##### **Midway Point Review and Meeting**

- At the midway point of your practicum experience please set up a meeting that includes yourself, practicum site preceptor and your practicum faculty advisor.
- This meeting will most likely take place virtually via Zoom, your practicum faculty advisor will send this link when the meeting is scheduled.
- During this meeting we will discuss your practicum goals and objectives to ensure the final work products will be delivered on time to the organization.

##### **End of the Practicum**

- Make sure all practicum requirements are on track for completion.
- Review the objectives, goals and competencies as stated in the learning agreement.
- Take time to send a thank you letter(s)/email(s) to the preceptor and others within the organization, if applicable, to show appreciation for the time and commitment involved, the wisdom shared, and the growth obtained from the experience (see appendix C).

#### **Step 7. Have your Practicum Site Preceptor Submit the Required Online Preceptor Evaluation (Form C)**

- Within two weeks of the practicum completion, the Practicum Site Preceptor needs to



evaluate your performance using the online evaluation through Qualtrics.

- Please contact your faculty advisor and request the Qualtrics Practicum Site Preceptor Evaluation link.

### **Step 8. Submit Your Online Student Practicum Evaluation (Form D)**

- Within two weeks of completion of your practicum you are required to submit the Student Practicum Evaluation
- Please contact your faculty advisor and request the Qualtrics Student Practicum Evaluation

### **Step 9. Submit Your Practicum Final Report to the HLTH 609 course D2L Dropbox**

#### **Final Report**

- You are required to complete a final written report that will focus on sharing information on the practicum experience.
- The activity log (e.g., dates, hours, setting, persons, and subjects) should accompany the final report that is posted to the HLTH 609 course.

#### **Please Include the Following**

- Title Page (title page should consist of your name, program (MPH) and academic concentration, cohort year (year you entered the MPH program), project title (as stated in your learning agreement), preceptor's name and organization, advisor's name and date of submission)
- Table of Contents
- Introduction
- Describe the nature of the practicum (e.g., whether it is program development, experimental project, research project, or survey design).
- Briefly, describe the organizational unit where the practicum took place, its primary mission, and its relationship to the overall organizational structure of the agency (include weblinks if available).
- Describe services provided, programs and public health objectives, and specific population groups targeted.
- Describe the duties specifically related to the practicum in the context of the entire organization.

#### **PROJECT GOALS AND OBJECTIVES**

- State the purpose of the practicum (e.g., proving a hypothesis, evaluating an issue, analyzing secondary data, etc.).
- What was the significance of the issue worked on?
- Why did this need to be addressed?
- Discuss the goals and objectives and what was done to meet each one. Include and

- discuss the two specific work products delivered to the organization.
- Outline the problem and the methods used to define and address the problem.

## RESULTS

- Describe and label the specific work products (minimum of 2 work products are required by each student) you completed during for practicum field experience. Work products should be labeled and included in the appendices (please label Appendix A Work product 1 (include the name), Appendix B Work Product 2 (include the name))
- What were the most important or surprising findings?
- How does this work impact the future of this public health issue?
- Summarize recommendations.

## EVALUATION

- Provide a careful evaluation of the practicum.
- Was it a valuable learning experience? Why or why not?
- How did it compare with your expectations?
- What types of classroom skills were you able to employ in the field?
- What did the experience teach you about the world of public health practice?
- In addition to the final report, include relevant materials developed during the practicum, (e.g., draft or final reports, surveys, questionnaires, etc.) as appendices. If you worked primarily on a research project, a literature review relevant to the topic should be included.

### **Step 10. Present Your Practicum**

- You are required to develop presentation (no longer than 15 minutes) on your practicum experience (submitted as a requirement in HLTH 609).
- This presentation will be done virtually (voice over PowerPoint presentation no longer than 15 slides or a short video) and shared with other MPH students and faculty.

### **How will I be graded?**

- The Practicum is graded Satisfactory/ Unsatisfactory (S/U) based upon the completion of the practicum per the outlined goals, objectives and delivered work products. Faculty will discuss your preceptor evaluation and required course assignments with your onsite preceptor in a final grade decision. Final grades will be posted upon approval of all required materials.



	Concentration Competency:
	Concentration Competency:
Additional Competency (either foundational or concentration specific), if needed:	

### Goals, Objectives and Timetable

Students should have a minimum of two goals for the practicum, each goal should have a minimum of two objectives describing what will be accomplished. \*Add additional goals and objectives as needed

<b>Goal 1:</b> <b>Foundational Competency:</b> <b>Foundational Competency:</b> <b>Add Foundational or Concentration Competencies as Needed:</b> <b>Work Product Specified for Goal 1 (add additional work products as needed):</b>				
Objective 1	Activities/Methods	Start/End Date	Who Is Responsible	Tracking Measures
Objective 2	Activities/Methods	Start/End Date	Who Is Responsible	Tracking Measures

<b>Goal 2:</b> <b>Foundational Competency:</b> <b>Concentration Competency:</b> <b>Add Foundational or Concentration Competencies as Needed:</b> <b>Work Product Specified for Goal 2 (add additional work products as needed):</b>				
Objective 1	Activities/Methods	Start/End Date	Who Is Responsible	Tracking Measures

Objective 2	Activities/Methods	Start/End Date	Who Is Responsible	Tracking Measures

**Additional Goals and Objectives should be added as needed, please follow the same format as above.**

**Final Work Products to be delivered to the Organization (minimum of 2 work products are required):**

**(add additional work products as needed)**

- 1.
- 2.

### **Agreement**

I agree to conditions specified above. If it is necessary to revise specific conditions, I agree to make the revisions known to my practicum site supervisor and practicum course faculty instructor.

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

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

Faculty Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Instructions for Completing the MPH Practicum Learning Agreement**

- Meet with your practicum preceptor to discuss your specific goals and objectives
- Compose a draft scope of work based upon discussion with your practicum preceptor
- Submit an electronic version of your scope of work to the Practicum Faculty Advisor for review (scope of work can be submitted along with the Practicum Learning Agreement if applicable)
- Revise scope of work based upon recommendations (if needed)

#### **Goals:**

- Develop a broad statement describing what you wish to achieve. List at least 2 goals.

#### **Objectives:**

- Break down the goals into smaller parts that provide specific, measurable actions by which the goal can be accomplished. List at least 2 objectives for each goal.

#### **Activities:**

- Detail specific activities you will undertake for each objective

#### **Start – End Date:**

- Estimate the time to complete each activity (include actual dates)

#### **Responsible Parties:**

- If applicable, list names of others who may be assisting you with the completion of each activity

#### **Tracking Measures (Evaluations):**

- Determine how you will evaluate your progress. By what means will you demonstrate that an activity has been completed?
- 

#### **Final Work Products to be delivered to the Organization (minimum of 2 work products are required)**

- Work with your site preceptor and faculty advisor to agree upon a minimum of two work product deliverables to your practicum site organization.

**\*Important:** Should it be necessary to modify the scope of work during your field training, please submit a revised copy noting relevant changes.

**Form B**



**MPH Practicum Activity Log**

**Student Name:** \_\_\_\_\_ **Semester Year:** \_\_\_\_\_

**Practicum Site/ Department:** \_\_\_\_\_ **Preceptor Name:** \_\_\_\_\_

**Practicum Start Date:** \_\_\_\_\_ **Practicum Completion Date:** \_\_\_\_\_

**\*The activity log should be completed based on your predetermined practicum work schedule. This could be daily, weekly, etc. The activity Log is required to be submitted with your final practicum report. It is recommended the activity log be completed electronically.**

<b><u>DATE</u></b>	<b><u>Description of Activity Toward Goals and Objectives</u> <u>(please specify the goal each activity represents)</u></b>	<b><u>Hours</u></b>

**Form C**



**MPH Practicum Site Preceptor Evaluation of Student Performance**

**Site Preceptor:** Please rate the student's work by responding to the following questions. Choose not applicable (NA) for those items that did not apply to this experience. **This evaluation is electronic, please contact your faculty advisor for the required Qualtrics survey link.**

Q1 Please include the following contact information and rate the SRU MPH practicum student's regarding the following statements by choosing the appropriate response to the item. Choose not applicable (NA) for those items that did not apply to the practicum experience.

Q1 Preceptor Name (First, Last)

---

Q2 Organization/Department /Title

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Q3 Address

---

Q3.2 Address 2

---

Q4 City/Town

---

Q5 State/Province

▼ Alabama (1) ... I do not reside in the United States (53)

Q6 Zip/Postal Code

---

Q7 Country

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## SRU MPH Practicum Handbook & Program Guidelines

Q8 Preceptor Email Address

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Q9 Preceptor Phone Number

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Q10 SRU MPH Practicum Student First Name

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Q11 SRU MPH Practicum Student Last Name

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Q12 What Academic Term did the Student Complete the SRU MPH Practicum Hours?

☐ Summer (1)

☐ Fall (2)

☐ Winter (3)

☐ Spring (4)

Q13 What Year did the Student Complete the SRU MPH Practicum Student Hours?

☐ 2022 (1)

☐ 2023 (2)

☐ 2024 (3)

☐ 2025 (4)

Q14 Please Rate the Practicum Student Experience Performance Using the Following Rating

Scale (Strongly Disagree to Strongly Agree)

	Strongly Disagree (1)	Disagree (2)	Neither Agree or Disagree (3)	Agree (4)	Strongly Agree (5)	Click to write Scale Point 6 (7)
Demonstrated grasp of technical subject matter (1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to organize workload/time management (2)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to research problems/issues (3)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to communicate ideas verbally (4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to communicate ideas in writing (5)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Demonstrated knowledge of public health topics (6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Accepts responsibility (7)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Demonstrated professional growth potential (8)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of work met the organizations expectations (9)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q15 Please Rate the Practicum Student Regarding Professional Relationships Using the

Following Scale (Strongly Disagree to Strongly Agree)

	Strongly Disagree (1)	Disagree (2)	Neither Agree or Disagree (3)	Agree (4)	Strongly Agree (5)
Ability to accept suggestions and constructive criticism (1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to contribute to an interprofessional team (2)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Demonstrated ethical conduct and accountability (3)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Respectful to others (4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Understanding of cultural diversity (5)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ambitious (6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Takes initiative (7)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Demonstrated Promptness (8)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dependable/reliable (9)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q16 As determined in Form A (Practicum Scope of Work Agreement) the student's delivered work products were of value to your organization.

☐ Yes (1)

☐ No (2)

Q17 Based on your response in question 16 (either yes or no), please explain in what capacity.

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Q18 Were there any challenges during the practicum experience for you/your organization?

☐ Yes (1)

☐ No (2)

Q18.2 If yes--please explain

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Q19 Are there any areas where you think the student should improve their skills?

☐ No (1)

☐ Yes (2)

Q19.2 If Yes--Please explain

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Q20 Did the student meet all practicum goals and objectives?

☐ Yes (1)

☐ No (2)

Q20.2 If no, please explain what was not met and why

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Q21 Did the student demonstrate leadership skills, examples of which could include creating a vision, empowering others, fostering community collaboration, and guiding decision making.

☐ Yes (1)

☐ No (2)

Q21.2 If yes, please provide examples of leadership skills.

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Q22 Do you think the Slippery Rock University MPH curriculum has adequately prepared the

student for the work force?

☐ Yes (1)

☐ No (2)

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Q23 Based on the practicum experience, do you feel the student is well prepared to enter the workforce?

☐ Yes (1)

☐ No (2)

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Q24 What are the most valuable skills the SRU MPH Program student demonstrated with your organization?

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Q25 Are there any skills/competencies that would benefit your organization with additional training or preparation for MPH program students to be more prepared for the workforce?

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Q26 Do you have any suggestions for improvement for the MPH program /curriculum/training that could better prepare students for the workforce?

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The SRU MPH Program Faculty want to thank you for taking the time to mentor MPH students through your organization. We also thank your for your time in completing this evaluation. The information collected in this survey is vital to the SRU MPH Program Accreditation process through the Council on Education for Public Health. If you have any questions, additional comments, or concerns not shared in this evaluation please contact Dr. Joseph F. Robare, SRU MPH Program Director at 724-738-2943 or joseph.robare@sru.edu.

Form D



## MPH Practicum Student Self Evaluation

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**Student:** Please reflect on your practicum experience by responding to the following questions. Choose not applicable (NA) for those items that did not apply to this experience. **This evaluation is electronic, please contact your faculty advisor for the required survey link.**

Q1 Please reflect on your practicum experience by completing the following questions. Please choose the most appropriate response for each item. Choose not applicable (NA) for those items that did not apply to the practicum experience.

Q1 Student Name (First, Last)

---

Q2 Practicum Site/Department

---

Q3 Practicum Site Address

---

Q3.2 Practicum Site Address 2

---

Q4 City/Town

---

Q5 State/Province

▼ Alabama (1) ... I do not reside in the United States (53)

Q6 Zip/Postal Code

---

Q7 Country

---

Q8 Student Email Address

---

Q9 Student Phone Number

---

Q10 MPH Practicum Preceptor Name (First, Last)

---

Q11 MPH Practicum Preceptor Title

---

Q12 What Academic Term did you Complete the SRU MPH Student Practicum Hours?

☐ Summer (1)

☐ Fall (2)

☐ Winter (3)

☐ Spring (4)

Q13 What Year did you Complete the SRU MPH Practicum Student Hours?

☐ 2022 (1)

☐ 2023 (2)

☐ 2024 (3)

☐ 2025 (4)

Q14 Please Rate the Following Statements Below Regarding Your Practicum Site Using



the Following Rating Scale (Strongly Disagree to Strongly Agree)

# SRU MPH Practicum Handbook & Program Guidelines

	Strongly Disagree (1)	Disagree (2)	Neither Agree or Disagree (3)	Agree (4)	Strongly Agree (5)	Not Applicable (6)
The site/preceptor oriented me to the site environment (1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The site had an atmosphere of acceptance, friendliness and belonging (2)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The site preceptor clarified practicum responsibilities (3)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The site preceptor assisted in developing my practicum goals and objectives (4)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The site preceptor encouraged me to participate in program meetings (5)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The site preceptor encouraged me to take initiative and be creative (6)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The site preceptor set up a meeting schedule to discuss practicum progress and/or problems (7)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

The site preceptor provided constructive feedback (8)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The site preceptor was a professional role model for me (9)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The site preceptor was receptive to my ideas and viewpoints (10)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The site allowed me to apply my degree skills to address an issue/project in public health (11)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I was prepared to undertake the work required for this practicum (12)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I now better understand the impact of health disparities on health and the need for cultural competency (13)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I gained a better understanding of the need for interprofessional collaboration (14)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The practicum requirement is worthwhile for MPH students (15)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q15 Please rate your practicum experience using the following 1 (low) to 5 (high) scale

	1 (low) (1)	2 (2)	3 (average) (3)	4 (4)	5 (high) (5)
Overall, how would you rate the practicum experience? (1)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall, how would you rate your practicum preceptor (2)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q16 As a student finishing the practicum experience, I demonstrated leadership skills such as creating a vision, empowering others, fostering community collaboration, and guiding decision making.

☐ Yes (1)

☐ No (2)

Q16.2 If yes, please explain.

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Q17 I feel that Slippery Rock's MPH curriculum prepared me for the workforce.

☐ Yes (1)

☐ No (2)

Q18 Please provide additional information based on your above answer.

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Q19 Based on your practicum experience, do you feel well prepared to enter the workforce?

☐ Yes (1)

☐ No (2)

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Q20 Please provide additional information based on your above answer.

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Q21 As a student finishing the practicum and as determined in Form A (practicum scope of work agreement) do you think the work products you delivered were valuable to the organization?

☐ Yes (1)

☐ No (2)

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Q22 Based on your response in question 16, why do you think this is the case and what would you change (if anything)?

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Q23 I would recommend this site to other MPH practicum student's?

☐ Yes (1)

☐ No (2)

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Q23.2 If No--Please explain

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Q24 I would recommend this practicum preceptor to other MPH students?

☐ Yes (1)

☐ No (2)

Q24.2 If no--please explain

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Q25 Please share any additional comments regarding your practicum experience

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The SRU MPH Program Faculty want to thank you for taking the time to complete your practicum site student self evaluation. The information collected in this survey is vital to the SRU MPH Program Accreditation process through the Council on Education for Public Health. If you have any questions, additional comments, or concerns not shared in this evaluation please contact Dr. Joseph F. Robare, SRU MPH Program Director at 724-738-2943 or [joseph.robare@sru.edu](mailto:joseph.robare@sru.edu).

## APPENDIX A



### MPH Competencies

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**Instructions:** Before you begin the practicum your required learning agreement will be completed and you will indicate competencies you plan to address through your practicum experience. Below are three competency lists. The first are the 22 approved CEPH Foundational Competencies, second are the five Environmental and Occupational Health Concentration competencies and third the five Health Promotion and Wellness Concentration competencies. **When completing your learning agreement choose at a MINIMUM FIVE TOTAL COMPETENCIES, THREE MPH Foundational Competencies, and TWO MPH Concentration Competencies.** You may also add any additional competencies depending on your practicum goals and objectives.

#### MPH Foundational Competencies Council on Education for Public Health (CEPH) Criteria D-2

### **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. Integrate perspectives from other sectors and/or professions to promote and advance



population health

### **Systems Thinking**

22. Apply systems thinking tools to a public health issue

## **MPH Concentration Competency List**

### **Environmental and Occupational Health Competencies**

1. Assess current environmental risk assessment steps.
2. Evaluate the general mechanisms of toxicity in eliciting a toxic response to various environmental exposures..
3. Analyze the assessment, control, and prevention of environmental hazards that pose risks to human health and safety
4. Evaluate federal, state, and local regulatory programs, guidelines and authorities that control environmental health issues.
5. Examine various risk management and risk communication approaches in relation to issues of environmental justice and equity.

### **Heath Promotion and Wellness Concentration Competencies**

1. Develop population-based health programs to improve chronic and infectious disease outcomes in target populations.
2. Demonstrate the skill to plan health and wellness program using health coaching psychology, motivational interviewing, and behavior change strategies.
3. Develop theory-based communication campaigns to disseminate health promotion information through media channels and social marketing techniques.
4. Formulate public health evaluation plans that comprehensively assess program effectiveness and program goals and objectives based on the CDC's framework for program evaluation.
5. Demonstrate how to create a public health policy change using health communication principles and strategies.

## **APPENDIX B**

### **SAMPLE RESUME**

**Megan Jones**  
145 Harmony Road  
Slippery Rock, PA 16057  
Phone: 150-521-1420  
Email: [msj1032@sru.edu](mailto:msj1032@sru.edu)

### **OBJECTIVES**

Seeking a practicum position at the UPMC Department of Maternal and Child Health unit

### **SUMMARY OF QUALIFICATIONS**

- Utilize both qualitative and quantitative approaches for program evaluation
- Advanced knowledge of the principles, processes, and methods of survey research
- Managed data collection projects of varying size and complexity, including technical and budget management
- Strong experience in project management and supervision

## EDUCATION

### Master of Public Health (Health Promotion & Wellness Focus)

GPA: 3.45

Slippery Rock University, Slippery Rock, PA

May 2023

#### Relevant Graduate Coursework

Biostatistics

Health Administration

Survey Design

Management Skills

Epidemiology

### Bachelor of Science in Public Health; Minor: Gerontology

GPA: 3.2

Slippery Rock University, Slippery Rock, PA

June 2021

## PROFESSIONAL EXPERIENCE

### Practicum Student

Sept 11 - present

Grove City Medical Center

Grove City, PA

- Analyze and evaluate health promotion data from health fair surveys
- Develop and submit grant proposals for the development of low-income health care support

### Crisis Intervention Specialist

Oct 09 - Sept 11

Student Wellness Center, Slippery Rock University

Slippery Rock, PA

- Counseled rape/domestic violence victims on hotline and in shelter
- Developed women's support group and assisted with grant writing
- Organized, promoted, and presented educational programs for residence hall of 400
- Trained student volunteers on hotline support

### Laboratory Safety Technician

June 11 – Oct 11

Grove City Medical Center

Lewisburg, PA

- Conducted laboratory safety audits and ensured compliance
- Responded to emergencies and spills

## VOLUNTEER & LEADERSHIP ACTIVITIES

**Member** Student Chapter, Pennsylvania Public Health Association

2011 – Present

## **APPENDIX C**

### **Sample Thank You Letter to the MPH Practicum Preceptor**

Your Name

Address

Slippery Rock, PA 16057

October 21, 2017

Sharron Adams

Program Manager

Allegheny Health Network

Emergency Care

30 Isabella St.

Pittsburgh, PA 15212

Dear Ms. Adams:

While I am excited about returning to school to finish my last few semesters, I am sad about leaving my practicum with the Department of Emergency Care. I have enjoyed working with the cessation awareness team, and have learned so much about the challenges and real world issues of public health organizations. I particularly enjoyed working on the Tobacco Education Project, and hope that the suggestions our team made will impact the community's decisions to not smoke.

The practicum was a significant additional commitment for you, and I appreciate your time and patience in answering my questions and finding interesting tasks for me to do. I know that my practicum experience will be invaluable as I complete my course work and final MPH project.

I have enclosed a copy of my updated resume, which includes my experience at the Grove City Medical Center. I welcome any suggestions you might have about my resume or individuals in this field I could contact about full-time employment.

Thank you for making my practicum rewarding and exciting. I look forward to staying in touch with you and the rest of the staff as I continue in the field of public health.

Sincerely,

Megan Jones