Dear Child Life Intern Applicant:

Thank you for your interest in our internship program. This internship packet includes a description of our program, an application, and information about our hospital.

We offer internships two times per year: Winter/Spring and Fall Semesters. The internship is a full time, 15-week, 600-hour program. Child life interns may be assigned rotations that include evenings, weekends, and holidays. The interns must be affiliated with a university. ***Please note that we are unable to accept non-affiliated interns.***

The internship curriculum incorporates child life programming challenges and strategies to address current health care issues. Students experience 2 six-week rotations with one clinical supervisor per rotation. Interns are given opportunities to build independent professional skills, therapeutic group play supervision skills and develop assessment and intervention skills with patients of diverse ages and varying diagnoses, including but not limited to: General Medical and Surgical units, Hematology/Oncology, Orthopedics, Neuroscience/Neurosurgery, Rehabilitation, Emergency Department, and Intensive Care units (Cardiovascular, Neonatal, Pediatric, and Burn). For more information about specific diagnoses that are seen at Arkansas Children's Hospital, please visit our website.

Applications must be received by the ACLP application deadline.

Selected qualified candidates will be contacted to arrange a telephone interview. The Child Life, Education, & Creative Arts Department follows the Association of Child Life Professionals recommended internship deadlines. Selected candidates will receive more detailed information upon acceptance into the intern program.

Thank you for your interest in our program.

Arkansas Children's Hospital
Child Life, Education, & Creative Arts Department

Arkansas Children's Hospital Mission Statement:

We champion children, making them better today and healthier tomorrow.

Child Life, Education, & Creative Arts Mission Statement:

The Child Life, Education, & Creative Arts Department mission is to advocate for and assist in meeting the psychosocial needs of patients and families. The Child Life, Education, & Creative Arts staff enhance the psychological and emotional well-being of patients and families, through developmental and therapeutic activities, continued education, and preparation for medical events in both outpatient and inpatient areas.

Hospital Overview:

Arkansas Children's Hospital (ACH) is a pediatric hospital with a Level I Trauma Center, located in Little Rock, Arkansas. It is among the largest pediatric hospitals in the United States and serves children from birth to age 21. ACH is affiliated with the University of Arkansas for Medical Sciences and is a teaching hospital with the UAMS College of Medicine's Department of Pediatrics. ACH staff consists of more than 505 physicians, 200 residents and 4,400 support staff. The hospital includes 376 beds and offers three intensive care units. The campus spans 36 city blocks and has a floor space of over 2,000,000 square feet.

Child Life, Education, & Creative Arts Overview:

The Child Life, Education, & Creative Arts Department was established in 1981 and currently has 8 playrooms, 3 teen activity rooms, and 1 classroom. There are 15 full-time child life specialists, 2 part-time child life specialists, 3 hospital schoolteachers, 3 patient activity specialists, 2 artists-in-residence, 2 music therapists, a program manager, and a director.

Internship Overview:

Arkansas Children's Hospital, Child Life, Education, & Creative Arts Department, offers a full time 15-week child life internship program. This program is designed to meet the individual

learning needs and goals of its interns. These goals/needs will be met through various learning opportunities such as:

1. Orientation to the hospital and departmental policies and procedures
2. Daily clinical interaction with patients and their families
3. In-services related to child life
4. In-services with ancillary and medical staff
5. Meetings and seminars to enhance professional development, including Child Life, Education, & Creative Arts departmental meetings, Grand Rounds, Trauma Rounds, Psychosocial Forum, etc.
6. Opportunities to attend patient care meetings
7. Reading journal articles applicable to diagnoses for each rotation

An intern should depart with skills in the following eight areas, which are commonly used by a child life specialist:

1. Admission orientation and assessment
2. Stress vulnerability assessment
3. Ongoing assessment/activities/interventions
4. Developmental enhancement
5. Psychological preparation prior to and during medical events
6. Post-procedural medical play
7. Family involvement
8. Supportive relationships

Rotations:

Interns will complete a 2-week orientation, two 6-week rotations, plus a 1-week rotation, under the guidance and supervision of a Certified Child Life Specialist. The child life specialist will have completed at least 4000 hours of paid experience, as required by the Association of Child Life Professionals.

1. Follow policies and procedures, fulfill clinical requirements, explore, learn, ask questions, develop appropriate job skills, and become a member of the team.

2. Maintain the appropriate role as a child life intern, ensuring that the intern is not involved in medical procedures or inappropriate roles.

3. Maintain objectivity and integrity when working with patients, families, and staff.

4. Maintain professional boundaries at all times, including working assigned shift only and establishing appropriate closure with patients/families at the end of each rotation. Use integrity to assess and amend personal relationships or situations that may interfere with your professional effectiveness, objectivity, or otherwise negatively impact the children and families you serve. A minimum of two years, following the conclusion of a professional role, shall lapse before any personal relationship is permitted to develop with children or members of the families you serve.

5. Maintain and respect the privacy of children and families. Maintain confidentiality of information concerning the children and their families with whom you work.

6. Seek feedback and support especially when there are concerns about what is expected or appropriate for the role of a child life intern.

7. Interns and Child Life, Education, & Creative Arts staff are not permitted to socialize during non-work hours, in order to maintain a professional supervisory relationship.

Arkansas Children's Hospital

ACLP ACCREDITED INTERNSHIP PROGRAM

ARKANSAS CHILDREN'S HOSPITAL
CHILD LIFE, EDUCATION, & CREATIVE ARTS DEPARTMENT

SCOPE OF CHILD LIFE INTERNSHIP

Summary:

Child Life Internship will assist a student intern to develop skills in the area of child life; using child life, developmental, and family systems theoretical and direct practice concepts in an experiential and hands-on learning setting. The intern will utilize health care play, developmentally appropriate activities,

volunteers, and educational materials to assist children and families in adjusting to the hospital environment. The intern will have weekly reviews with unit rotation CCLS and intern supervisor. The intern will receive mid-term and final evaluations which will encompass the competencies set forth by the Association of Child Life Professionals. The duration of the internship is 15 weeks, supervised by a Certified Child Life Specialist with a minimum of 4000 paid child life specialist work hours.

Learning Experience 1
Assess patient's psychosocial/developmental needs and facilitate therapeutic interventions

- ❑ Obtain nursing reports to determine patient needs and prioritization
- ❑ Coping assessment utilizing appropriate theories
- ❑ Individual patient/family emotional support
- ❑ Procedural and surgical preparation and support
- ❑ Medical play based on assessed needs with independence by the end of the internship
- ❑ Document interventions using SOAP and narrative formats under the direct supervision of child life specialist

Learning Experience 2
Provide age-appropriate developmental diversionary activities in outpatient and inpatient areas

- ❑ Involve patients and families in group activities
- ❑ Ensure patients have developmentally appropriate activities at bedside or in outpatient setting
- ❑ Normalize environment and routine

Learning Experience 3
Supervise and maintain activity/waiting room environment

- ❑ Ensure that materials and supplies are available
- ❑ Ensure the activity environment is conducive to play
- ❑ Follow infection control guidelines

Learning Experience 4
Working with Volunteers

- ❑ Orient volunteers
- ❑ Enable volunteers to provide quality interactions with patients
- ❑ Provide constructive feedback
- ❑ Communicate with Volunteer Services and Internship Supervisor
- ❑ Accept and acknowledge donations

Learning Experience 5
Complete Educational Component of Internship

- ❑ Complete orientation checklist within first two weeks of internship
- ❑ Complete competencies by completion of internship
- ❑ Complete assigned readings
- ❑ Create goals at the beginning of each rotation
- ❑ Complete clinical rotations, as assigned
- ❑ Complete a reflective journal of experiences daily upon start of first rotation
- ❑ Complete one case presentation for each clinical rotation. Patient decided upon with rotation supervisor

- ❑ Complete 1 departmental project which will enhance child life programming and services. The project must be completed two weeks prior to the completion of the internship
- ❑ Visit outside agencies to gain an understanding of how psychosocial needs are met in other settings

Special Skills: typing, data entry, word processing, etc.

- Working knowledge of Microsoft Office preferred
- Strong written and oral communication skills
- Work with customers in a clear, understanding, and professional manner on the phone and in person
- Willingness to learn, take initiative, highly motivated
- Ability to be open and receptive to feedback
- Adapt easily and is flexible to varying job responsibilities

Intern Placement Environment

As an intern, the following physical requirements must be met:

- Able to stand for extended periods of time to provide child life services during patient procedures, etc.
- Able to get on the floor to do activities with patients/families
- Able to push/pull 20 lbs. in order to transport patients to/from activities, special events, etc.
- Able to lift 30 lbs.
- Able to work in a warm environment to provide patient care interventions during treatments and take patients outside as needed

Individuals with special needs will be evaluated and accommodations will be made based on the hospital's ability to provide the accommodations.

We are using the Internship Readiness Common Application. Please follow the directions from the ACLP website regarding the application. We will also have additional requirements listed below. Please email completed application and additional documents to:

childlifeinterns@archildrens.org

The use of generative artificial intelligence (AI) tools, such as ChatGPT, are prohibited. By submitting your application and/or supporting documents, you attest that you have personally authored the content. You may utilize basic word processing software for spelling and grammar checks, but the use of AI tools to create your work is strictly prohibited. Your documents may be screened using plagiarism detection software to identify AI-generated content. Your application or supporting documents will not be considered if AI tools were utilized.

Please note the additional requirements to be eligible for a child life internship at Arkansas Children's Hospital:

- Affiliation with a university is required at the time of application due date and must be maintained throughout internship. **We are not able to accept unaffiliated interns.** Please list affiliated school in the Optional Additional Information Box within application.
- A minimum of 100 practicum hours under the direct supervision of a Certified Child Life Specialist in a hospital setting. Practicum **MUST** be completed prior to application due date. Must be included in the experiences section of application. We do not accept virtual practicums.
- Eligibility assessment with 10 courses approved by the Association of Child Life Professionals. The Child Life Course **MUST** be completed prior to the application due date. All other courses must have a completion date prior to the internship start date.

- **Application and other required documents to be in one email with subject line "*First and Last Name* Internship Application":**

  ___Internship Readiness Common Application

  ___Resume and Cover Letter

  ___Arkansas Children's Internship Application Agreement

**** Incomplete applications will not be considered. ****

Requirements upon Acceptance:

Upon acceptance of an intern position, interns will be required to provide documentation of the following:

1. Documentation of proof of current liability insurance
2. Documentation of influenza vaccine
3. Documentation of measles, mumps, rubella (MMR) and diphtheria-tetanus (DT)
4. Current tuberculosis testing (TB) or X-ray
5. Documentation of varicella vaccine or history of disease
6. Hepatitis B vaccine or signed form declining the vaccine prior
7. Documentation of drug testing
8. Documentation of HIPAA Awareness training
9. Documentation of background check
10. Covid screening and precautions attestation

Living Arrangements:

Living arrangements are the responsibility of the intern. If you would like more information on apartments in Little Rock, you may contact Apartment Hunters at 1-800-664-2787 or www.apthunters-lr.com. Economical, nearby, fully furnished housing is also available at University of Arkansas for Medical Sciences Student housing: http://studentlife.uams.edu/housing/guest-housing-2/guest-application-procedures/.

Arkansas Children's Hospital
Child Life, Education, & Creative Arts Department
Internship Application Agreement

Have you ever been convicted of a felony? If yes, please describe the nature of the offense and the punishment you received:

1. I have read the Standards of Conduct for Interns and agree to comply: ___Yes ___ No
2. I have read the Internship Job Description and agree to the contents: ___Yes ___ No

I have read all of the information provided in the internship packet and understand all the requirements included. All information in this application is complete and accurate to the best of my abilities.

_____ _____

Intern Applicant Signature **Date**