

**Arts in Healthcare Practicum 1
HUM 3940L, Section 05FA
Syllabus***

**Contact Times and Locations to be Determined
2 Credits**

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Course Description

This course provides a student with an introduction to basic-to-intermediate level, mentored practice in the arts in healthcare. During the course, the student engages in the practice of arts in healthcare in a clinical or hospital environment with emphasis on a primary artistic discipline. The course is designed to help the student deepen understanding of the practice through documentation, self-assessment, and two short reflective paper essays.

Objectives

1. To provide mentored experience in the use of one or more art forms to enhance health as a complement to conventional healthcare.
2. To gain understanding of and experience in the shared creative process of such work.

Course Format and Content

The course uses an individual contractual format for specific clinical and academic requirements. The following activities and assignments are required:

- Successfully complete required UF Health Shands Volunteer Services application.
- Complete the Practicum Contract.
- Log a minimum 80 clinical hours mentored by an assigned artist in residence.
- Be present at meetings scheduled with your instructor.
- Keep a descriptive weekly journal of activities (minimum of one and maximum of three pages per week).
- Keep a log of clinical interactions with patients, family, staff, community members (which can be a printout of your Volunteer Information Center record).
- Complete two (2), 500-word reflective essays.
- Turn in an evaluation of clinical work from mentoring artist.

Note regarding clinical hours: The course is 16 weeks. You need to log 80 hours of clinical practice over the 16-week period.

Most of your hours should be spent in actual contact with patients. However, some of your hours will understandably involve setting up, cleaning up, and organizing projects with your artist mentor. However, please be sure that your patient contact hours make up most your practicum hours.

Procedures

1. Enter into a contract with instructor that includes description of clinical art activities, due dates for assignments and activities, scheduled meetings with mentor, and contact information for the onsite supervisor. The specific nature of the work must be approved by the course instructor and the Volunteer Coordinator for the UF Health Shands Arts in Medicine program.

* Please note that this syllabus is subject to change as needed.

2. Complete UF Health Shands Volunteer Services application (e.g.; orientation, PPD screening, immunization records, interview). To begin the process, contact UF Health Shands Volunteer Services Office (265.0360 or <http://artsinmedicine.ufhealth.org/volunteer/volunteering-with-aim>).
3. Contact the AIM volunteer coordinator (352.733.0880) to set up your clinical schedule and purchase your uniform (apron) if necessary.
4. Maintain terms of your contract.
5. Submit all required documents, assignments, and a print-out of your clinical hours to your supervisor and instructor on contracted due dates.

Summary of Assignments

(See Canvas course for details and assignment instructions.)

Week #	Assignment or Activity	Due Date (All assignments are due by midnight on the due date)
1	Confirm volunteer status	Aug 23
	Set up initial meeting with instructor	Aug 24
2	Initial meeting w/ instructor	TBD*
	Initial meeting w/artist mentor	By Sept 2
3	Journals 1 & 2 and Logs 1 & 2 due	Sept 6
7	Journals 3-6 and Logs 3-6 due	Oct 3
9	Essay 1 due	Oct 17
	Midterm meeting w/instructor	TBD
	Midterm meeting w/mentor	TBD
11	Journals 7-10 and Logs 7-10 due	Oct 31
15	Journals 11-14 and Logs 11-14 due	Nov 28
	Essay 2 due	Dec 5
	Final meeting w/mentor	TBD, but no later than December 2
	Final meeting w/instructor	TBD, but no later than December 2
16	Completion of a minimum of 80 clinical hours	Dec 12

*To be determined

Evaluation: 550 points

- Arts in healthcare clinical work (80 hours): 160 points
- Journaling: 160 points (10 points per journal entry)
- Logs: 80 points (5 points per log)
- Instructor Meetings: 60 points (20 points per meeting)
- Reflective Paper 1: 25 points
- Reflective Paper 2: 25 points
- Mentor evaluation: 40 points

Letter Grade	% Equivalency	GPA Equivalency
A	94-100	4.0
A-	91-93	3.67
B+	88-90	3.33
B	84-87	3.00
B-	81-83	2.67
C+	78-80	2.33
C	74-77	2.00
C- *	71-73	1.67
D+	68-70	1.33
D	64-67	1.00
D-	61-63	.67
E, I, NG, S-U, WF		0.00

For information about UF's current grading policies, please go to <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>.

Class Meetings Attendance: Requirements for class attendance and make-up exams, assignments, and other work in this course are consistent with university policies that can be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

Course Evaluation: Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results>.

Guidelines for Practicum Work

1. **Attire:** Follow the dress code requirements for UF Health Shands. As a volunteer with AIM, you will need to purchase an AIM apron for \$10. This fee must be paid before you begin your clinical work! You must wear the apron and your name tag from UF Health Shands Volunteer Services.

2. **Clinical hours:** Only officially recorded hours will be credited. You must use the officially approved manner of recording hours UF Health Shands. If you are involved in special off-site activities, keep a log of your work and obtain signature verification from the artist in charge.

When you cannot work with patients due to illness, you must make up the time later. Contact the AIM Volunteer Coordinator or arrange for make-up hours with your instructor.

3. **Confidentiality:** You are required to adhere to the UF Health Shands code of patient confidentiality. In discussing, or writing about your clinical experiences, you must avoid using patient names or any identifying information. This is a federal law and is seriously enforced by the hospital. Use a letter code, non-identifying nickname, or number when you refer to patients.

4. **Consent:** If your work involves making public any patient information, photographs, videotape, or artwork of any kind in any way, you must gain official written patient (or parent/guardian) consent. For children under 18, a parent's consent is required. (Foster parent consent is not valid for legal purposes.) At UF Health Shands, consent forms are available in the AIM Administrative office or in the Art Room. You must have your supervisor or another AIM artist in residence help you administer the consent form.

5. **Immunizations/immunity:** For your protection, the hospital requires that all volunteers have received all standard immunizations, including chicken pox (which may not have been available when you were a child). This is a requirement of your approval as a volunteer, and UF HEALTH SHANDS MAKES NO EXCEPTIONS TO THIS POLICY. If you have not had a specific vaccine but believe that you are immune because you had the disease (e.g., measles, chicken pox), you may submit to a blood test to confirm immunity. If you anticipate or encounter any issues concerning immunizations and immunity, please contact the instructor immediately.

6. **Hospital guidelines:** You must comply with all hospital policies described in the orientation and with all posted precautions (e.g., hand washing, protective gowns, mask, etc.). If you have any questions regarding specific precautions posted on a patient's door, ask the nurse for information or assistance.

UF Policies

7. **Academic Honesty:** UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code (<http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class. Full information regarding these policies is available at the following links:

Academic Honesty: <http://www.registrar.ufl.edu/catalog/policies/students.html#honesty>

Honor Code: <http://www.dso.ufl.edu/sccr/honorcodes/honorcode.php>

Student Conduct: <http://www.dso.ufl.edu/sccr/honorcodes/conductcode.php>

8. **Disabilities:** Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

9. Campus Resources

Health and Wellness

- U Matter, We Care: If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575 so that a team member can reach out to the student.
- Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc/Default.aspx>, 392-1575.
- Sexual Assault Recovery Services (SARS).
- Student Health Care Center, 392-1161.
- University Police Department, 392-1111 (or 9-1-1 for emergencies). <http://www.police.ufl.edu>

Academic Resources

E-learning technical support: 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu.
<https://lss.at.ufl.edu/help.shtml>.

Career Resource Center, Reitz Union: 392-1601. Career assistance and counseling. <http://www.crc.ufl.edu>.

Library Services and Support: <http://cms.uflib.ufl.edu/ask>.