

UF Center for Arts in Medicine

Arts in Healthcare Practicum 1, Spring 2019

HUM 3940L

Section: 05FA

Credits: 2 credits

Instructor: Jeffrey Pufahl

Course Location: To Be Arranged for Practicum site and Group Meetings

Office Hours: Monday 1-4pm by appointment

Office Locations: Fine Arts D, Rm 109

Email: jeffpuf@ufl.edu

Course Description

This course introduces the student to basic-to-intermediate level, mentored practice in the arts in healthcare. During the course, the student engages in a supervised practice of arts in medicine 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 reflective writing.

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 the shared creative process in such work.

Course format and content

The course uses an individual contractual format for specific clinical and academic requirements. The general scope and content are as follows:

- **UF Health Volunteer Services Procedures:** Complete all required training, screenings, and documentation.
- **Clinical Hours:** Complete a minimum of 60 clinical hours mentored by your assigned artist in residence.
- **Clinical Log:** Print a time sheet of completed clinical hours every other week from volunteer services. Have your mentoring Artist in Residence's sign the time sheet and submit to Canvas assignment.
- **Journaling:** Submit journal entries that document your practicum experience through a critical and reflective writing process. You'll submit a minimum of 2 pages per week (4 pages every other week) detailing your practicum experience. See assignment in Canvas for guidelines.
- **Group Rounds:** Participate in three in-person group Practicum Rounds meetings scheduled to take place at the beginning of the course, at mid-term, and at the conclusion of the course. See Canvas for guidelines.
- **Artist/Mentor Evaluations:** You will be responsible for reminding your supervising artist to complete and submit a midterm and final evaluation of your clinical work to the

course instructor. Your artist mentor will email the evaluation to your course instructor. See Canvas for guidelines.

- **Final Paper:** You will complete an 800-word reflective paper during the term. The paper will give you an opportunity to synthesize your practicum experience, discuss your strengths and challenges in participating in arts in medicine work, and ground your work in evidence-based literature. Your paper must be completed by the end of the term. See Canvas for guidelines.

Procedures

1. Complete Volunteer Services procedures of the Healthcare facility as necessary (e.g.; orientation, PPD screening, immunization records, interview). Summary of UF Health procedures available from UF Health Volunteer Services Office (352-265-0360); <https://ufhealth.org/student-volunteers-18> .
2. Contact the Arts in Medicine Service Learning Coordinator (352-733-0880) to set up your clinical schedule and purchase your uniform if necessary.
3. Develop specific contract with instructor no later than the first week of class to include: clinical activities, due dates, and meeting dates. The specific nature of your Practicum work must be approved by the instructor and the UF Health Arts in Medicine Service Learning Coordinator. This will ensure that your Practicum experience includes provisions for monitoring quantity and quality of the clinical work.
4. Maintain terms of your contract throughout the semester.
5. Submit all required documents, assignments, clinical documentation to Canvas on contracted due dates.

Evaluation:

- Complete Volunteer Services procedures as necessary (Complete/incomplete) ***Note: if you do not complete these procedures in a timely manner you cannot continue in the course.**
- Clinical work (50%)
 - Clinical Hours Log
 - Journaling
- Mentor Evaluations (20%)
 - Artist/Supervisor Evaluations – mid-term and final
 - Mid-semester instructor observation or check-in
- Group Rounds - three meetings (20%)
- Final Paper (10%)
- Evidence for make-ups (policy around contacting the clinician ahead of time and committing to go if you've agreed to engage in the experience).

Practicum Requirements

Clinical Hours Log: A written, signed record documenting your total number of hours (a minimum of 60 hours total for the semester should be completed).

Journal: 2 pages per week, submitted every other week in sets of 4 pages. See Canvas assignment for guidelines.

Group Rounds Meeting: Participate in three in-person group discussion meetings. See Canvas assignment for participation requirements.

Artist/Supervisor Evaluation: A written evaluation at mid-term and at the end of the term from your artist mentor that reviews your personal strengths and areas of improvement in the arts in health setting. See Canvas Tool Kit and assignment for evaluation document.

Final Paper: 800-word paper combining critical reflection and evidence-based literature. Due at the end of the term. See Canvas assignment for requirements and evaluation criteria.

In the event that you get sick, your clinical day falls on a holiday, or you miss clinical hours you should notify your instructor immediately via Canvas and your artist mentor via email or phone call as preferred. There are a couple make-up options. Contact your instructor via Canvas email to learn which make-up option is available to you: The instructor will approve one of two options:

Extra Evidence: Complete one extra evidence assignment per 3 clinical hours missed. See Canvas assignment for requirements**

****You may only submit up to 2 total labs or extra evidence assignments within the semester, unless otherwise discussed and confirmed with instructor****

Schedule of Work

Note: These dates are subject to change at the instructor's discretion

Week	Date	Assignment or Activity	Due Date
1	Jan 7-11	<ol style="list-style-type: none"> 1st Meeting with Instructor Meet with Artist Mentor Complete Doodle Poll for Group Rounds Meetings Practicum Syllabus & Contract Signed and Uploaded 	By 5pm Jan 11 By 5pm Jan 11 11:59pm Jan 11 11:59pm Jan 11
2	Jan 14-18	Begin Clinical Work with artist mentor	
3	Jan 21-25	Group Rounds Meeting #1	to be scheduled via Doodle Poll
5	Feb 4-8	Log #1 and Journal #1	11:59pm Feb. 8
7	Feb. 18-22	<ol style="list-style-type: none"> Log #2 and Journal #2 Group Rounds Meeting #2 	11:59pm Feb. 22 5pm Feb. 22
9	March 4-8	SPRING BREAK	
10	March 11-15	1. Mid-Term Mentor Evaluation	5pm Mar. 15
11	March 18-22	Log #3 and Journal #3	11:59pm Mar. 22

13	April 1-5	1. Log #4 and Journal #4 2. Group Rounds Meeting #3	11:59pm Apr. 5 5pm Apr. 5
15	April 15-19	Log #5 and Journal #5	11:59pm Apr. 19
16	April 22-26	Log #6 and Journal #6 Total Practicum Hours Final Mentor Evaluation Final Meeting with Instructor	11:59pm Apr. 26 11:59pm Apr. 26 5pm Apr. 26 5pm Apr. 26
17	Apr.29- May 3	Final Paper	11:59pm May 1

Grading Scale

Letter Grade	% Equivalency	GPA Equivalency
A	94-100	4.00
A-	90-93	3.67
B+	87-89	3.33
B	83-86	3.00
B-	80-82	2.67
C+	77-79	2.33
C	73-76	2.00
C-	70-72	1.67
D+	67-69	1.33
D	63-66	1.0
D-	60-62	.67
E	59 or below	0.00

Practicum Policies

Assignments: All assignments should be submitted via Canvas unless other arrangements have been made with the instructor.

Late Assignment Policy: Assignments will be accepted no later than one week after the due date. Points will be deducted from late assignments at a rate of 5% a day. The instructor will not accept work submitted later than one week following the deadline except in extenuating circumstances and with prior approval by the instructor.

Attire: Follow the dress code requirements for UF Health Shands Hospital and UF Health Shands Arts in Medicine. At UF Health, you will need to purchase an AIM apron for \$10. **This fee must be paid before you will be allowed to begin your clinical work.** You must also wear your name tag that you will receive from Volunteer Services.

Clinical hours: Only officially recorded hours will be credited. Use the approved manner of recording hours according to your practicum site and your instructor's requirements. Keep a log of your work with signature verification by your artist mentor. If you cannot work with patients due to illness, you must make up the time later. **You must also inform your practicum instructor and your mentoring artist about your absence with advanced notice.** Please email your instructor through Canvas. Please either email or call your mentoring artist/the Arts in Medicine Office depending on their preference. Use procedures appropriate to the institution.

Confidentiality: It is extremely important for you to adhere to healthcare's code of patient confidentiality. In discussing, or writing about your clinical experiences, you must avoid using patient names or identifying information. This is a federal law and is seriously enforced by the hospital. Please make up a code or pseudonym name to talk about the people you work with in your journal, online discussions, and your papers.

Consent: If your work involves taking any patient information, photographs, videotape, or artwork of any kind public in any way, you must gain official written patient (or parent/guardian) consent. A parent must give consent for a child under 18. Foster parent consent is not valid for legal purposes. At UF Health, consent forms are available in the AIM Administrative office. You must have an AIM Artist in Residence help you administer the consent form.

Immunizations/Immunity: For your protection, the hospital requires that all volunteers have received standard immunizations, including chicken pox (which may not have been available when you were a child) and influenza. **THE HOSPITAL WILL MAKE NO EXCEPTIONS TO THIS POLICY.** If you have not had a specific vaccine but believe that you are immune through experiencing the disease (e.g., measles, chicken pox), you may be tested for immunity. If you anticipate or encounter any issues concerning immunizations and immunity, please contact the instructor immediately.

Hospital policies: You must comply with all hospital policies as delineated 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

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.

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/>.

Class Demeanor

Students are expected to arrive to class on time and behave in a manner that is respectful to the instructor and to fellow students. Please avoid the use of cell phones and restrict eating to outside of the classroom. Opinions held by other students should be respected in discussion, and conversations that do not contribute to the discussion should be held at minimum, if at all.

University Honesty Policy

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 (<https://sccr.dso.ufl.edu/process/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.

Counseling and Wellness Center

Contact information for the Counseling and Wellness Center: <https://counseling.ufl.edu>, 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

This syllabus is subject to change at the discretion of the instructor