

## Arts in Medicine Internship Program

### CLINICAL INTERNSHIP AGREEMENT

This agreement describes and establishes the learning and service objectives and activities of the internship, and sets out the responsibilities of the student intern, and the Arts in Medicine Programs.

The intern will undertake \_\_\_\_\_ hours of work over the course of \_\_\_\_\_ weeks, for a total of \_\_\_\_\_ hours. The intern is expected to do substantive work that is related to the mission of AIM, and is also relevant to the intern's educational and professional goals.

The UF Arts in Medicine Program will provide general supervision and mentorship for the intern. Meetings will be scheduled with the director on a \_\_\_\_\_ bi-weekly or \_\_\_\_\_ monthly basis. It is the intern's responsibility to schedule and attend all meetings. Shands Arts in Medicine will schedule clinical practice times and will assign one or more Artist in Residence to supervise the intern in clinical practice.

The intern will be responsible for the following:

- Completing and submitting the Internship Agreement to the Center director prior to beginning the internship
- Completing and complying with all Shands Volunteer Services guidelines and requirements
- Complying with all Shands Arts in Medicine guidelines and requirements
- Maintaining a consistent schedule: any unavoidable changes in the schedule must be approved by the Center director (admin/research hours) or the AIM Volunteer Coordinator (clinical hours) at least 24 hours in advance
- Scheduling and attending meetings with the Center director
- Maintaining a personal journal
- Communicating effectively with all Center and Shands staff, as well as with patients and family members
- Communicating as necessary with AIM staff
- Submission of a final internship program evaluation and self-evaluation

Termination of the internship may be necessary if the intern:

- Incurs absences in excess of three days in one month
- Fails to comply with AIM, Shands, or UF policies or procedures

- Displays unprofessional behavior or otherwise acts in a manor that does not reflect the values and mission of the Center, Shands, and UF

NATURE OF THE INTERNSHIP AND RESPONSIBILITIES

Statement of Purpose: \_\_\_\_\_

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Learning Objectives or Other Goals (up to three):

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Intern's Activities (clinical practice assignments & administrative/research assignment):

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Intern's Schedule: Starting date: \_\_\_\_\_ Ending date: \_\_\_\_\_

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SIGNATURES

\_\_\_\_\_  
*Intern Signature* Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_  
*AIM Director Signature*

\_\_\_\_\_ Date: \_\_\_\_\_  
*AIM Volunteer Coordinator Signature*