

**J. Sargeant Reynolds Community College
Course Content Summary**

Course Prefix and Number: HLT 190

Credits: 3

Course Title: Coordinated Internship in Health Science

Course Description: Supervises on-the-job training in selected business, industrial, or service firms coordinated by the college. Provides a health care work/volunteer experience for students pursuing the Health Science I Career Studies Certificate program and orientation to the workplace.

Prerequisite: SDV 100 or SDV 101, HLT 105, ENG 111, HLT 145, and one BIO course. Laboratory 9 hours per week.

General Course Purpose: This course is a culminating experience for students enrolled in the Health Science I CSC who are not completing a clinical program and prepares students for entry into the health care workforce. Students must 1) contact the program head for permission to register and 2) must have completed required prerequisite courses. An orientation to the workplace is required prior to the workplace experience. A criminal background and drug screening are required for health care facilities. Background check must be free of any barrier crimes.

Course Prerequisites and Co-requisites:

Prerequisite: SDV 100 or SDV 101, HLT 105, ENG 111, HLT 145, and one BIO course

Student Learning Outcomes:

Upon completing the course, the student will be able to

- a. Describe the nature and function of the organization in which the internship experience takes place;
- b. Explain how the internship placement fits into a broader health care career field;
- c. Evaluate the internship experience in terms of personal, educational, and career goals;
- d. Demonstrate professional work ethic
 - Arrive on time, begin promptly, complete shift, attend regularly 100% of the time;
 - Utilize proper hygiene, dress appropriately and professionally 100% of the time;
 - Request permission, notify instructor of absence and/or tardiness 100% of the time;
 - Demonstrate readiness and preparation for each workday experience;
 - Communicate with staff and supervisors in a professional manner;
 - React in a calm and logical manner under stress 90% of the time;
 - State facts and respond to basic work place questions from supervisors;
 - Display self-confidence and professional poise at all times;
 - Demonstrate a cooperative effort to be a member of the team or group to achieve a common goal; and
- e. Prepare a résumé and cover letter.

Major Topics to Be Included:

- a. Résumé and cover letter writing
- b. Professional appearance
- c. Workplace expectations

Effective Date of Course Content Summary: Spring 2018