



Ascension Saint Thomas

STUDENT INTERNSHIP APPLICATION

The Wellness Center
1840 Medical Center Parkway, Suite 203
Murfreesboro, TN 37129
615-396-5500 Phone
615-396-6189 Fax

WELCOME!!

Thank you for your interest in an internship with **Saint Thomas Rutherford Hospital Wellness Center** in Murfreesboro, TN. **You must be majoring in Exercise Science, Health and Human Performance, or another Exercise related field in order to apply.** Enclosed you will find materials to guide you during your internship. Please complete the internship application and return it with the required documents.

Return Materials By the Deadline Listed Below:

The internship is 14-16 weeks long and requires you to work 25-35 hours per week. The Wellness Center currently takes 2 students per semester. For fairness sake, if we do not receive your complete set of materials by the deadlines, we will be unable to consider you. Deadlines are:

Fall Internship – starting in mid-August or early September, materials must be to us by **May 1**.

Spring Internship – starting in early January, materials must be to us by **November 15**.

Summer Internship – starting in mid-May, materials must be to us by **March 18**.

If you have any questions please call The STRH Wellness Center
(615-396-5500 or through e-mail at Bryan.Lowe@ascension.org

Thank you for your interest in our internship program. We look forward to receiving your materials and hope we may have the opportunity to meet you. Best wishes in all you do, and especially in your Professional endeavors.

Internship Hours:
Monday-Friday 6:00am-7:00pm
Saturday 8:00am-12:00pm

***Best of Health,
STRH Wellness Center Staff***

Congratulations on seeking out an internship. I am Rachel, the intern supervisor, and am responsible for organizing the schedule. The interns have benefited the most in the past when the schedules do not overlap too much. Ideally with the cardiac rehab hours the schedule works best to split up the three interns with one arriving in the early morning (usually around 6am), mid morning (usually around 9am or so depending on hours to complete) and early afternoon (usually around 11am depending). Please send me your availability outside of your class schedule. Please also list in the order in which you would prefer to arrive, for example:

1. mid morning
2. early afternoon
3. early morning

All interns will spend some time in our Wellness Center. As far as our rehabilitation programs, are you more interested in (circle one)?

Cardiac Rehab Pulmonary Rehab Both

There are no promises on how I will be able to schedule you based on preference, but I will try my best to give each of you your preferred schedule. Keep in mind I must work around your classes while ensuring each intern will complete their hours in the semester you may be interning with us.

You will need a stethoscope since you will be taking many blood pressures throughout your internship. Littmann is a great brand but can be pricey, I recommend buying one on amazon either way if you don't already have one. There are cheaper ones just keep in mind that some of lesser quality may be difficult to hear blood pressures. You can wear casual clothes such as khakis/casual pants and a polo and must wear tennis shoes. You may wear an appropriate jacket (many of us wear fleece), the temperature is kept at about 66 degrees all year around and can be cold. Once the schedule is created I will follow up with guidelines and expectations so you can be prepared.

Thank you,

Rachel Bowden, MS, CPT

Exercise Physiologist

Wellness Center, Cardiopulmonary Rehabilitation

Ascension Saint Thomas Rutherford Hospital

1840 Medical Center Parkway | Murfreesboro, TN 37129

Office: 615-396-6174 | rachel.bowden@ascension.org

Student Intern Responsibilities

Make a formal application for internship at the Wellness Center by the corresponding date.

Meet with the Internship Coordinator and provide the following information:

1. Provide a start date and end date. Internship is not preempted by school breaks that occur. Internship dates are determined before the start date and cannot be changed (exception of emergencies).
 - a. Current resume
 - b. CPR certification
 - c. Internship application
 - d. Intern initial skills evaluation form
2. Perform work responsibilities in a professional manner and participate in all educational sessions and staff meetings as determined by Internship Coordinator.
3. Accept internship responsibilities with the same interest and enthusiasm as if employed in a full-time paid position.
4. Abide by all policies and procedures, rules and regulations of Saint Thomas Rutherford Hospital
5. Intern must fulfill all hours and requirements as dictated by University requirements.

Only complete application packets will be considered.

If you are interested in a challenging, full-time learning experience at The Wellness Center, please fill out the enclosed application and submit it along with the above mentioned items to:

The Wellness Center at Saint Thomas Rutherford Hospital

Attn: Internship

1840 Medical Center Parkway Suite, 203

Murfreesboro, TN 37129

Or Fax: 615-396-6189

INTERNSHIP APPLICATION

Date Applied: _____

Applicant Name: _____

Home Address: _____

E-Mail Address: _____

Telephone Number Home: _____

Cell Phone: _____

University/College: _____

Address: _____

Intern Advisor: _____

E-mail: _____

Phone: _____

Advisor Approval: _____ **Date:** _____

(Signature of advisor)

Semester Applied: _____ (Example, Fall

Year _____)

**Current Student
Status:**

Major _____

Minor _____

Total Internship Hours Required _____

Personal Goals and Information

Name: _____ Date: _____ Advisor: _____

Why are you interested in an internship in Cardiac/Pulmonary Rehab and Wellness?

What are your internship goals?

How do your internship goals relate to your career goals?

What are your strengths?

In what areas do you feel you need further growth? (Include both personal attributes and professional concerns.)

List and briefly describe your previous work experience. (Paid and voluntary)

List areas in which you are currently certified. (First Aid/CPR, ACSM, NSCA, ACE etc.)

Intern Initial Skills Evaluation

Instructions: Rate yourself in the following skills and turn in with your application.

This sheet is used to help us determine what skills you have and what skills you require training.

	Poor Skill	Average Skill	Good Skill	Excellent Skill
	1	2	3	4
1. Accurately measure Blood Pressure:				
a. Rest	1	2	3	4
b. Exercise	1	2	3	4
2. Accurately determine heart rate:				
a. Rest (pulse check)	1	2	3	4
b. Exercise (pulse check)	1	2	3	4
3. Properly administer the following fitness tests:				
a. Flexibility(sit and Reach)	1	2	3	4
b. Muscular Strength (1RM)	1	2	3	4
4. Properly administer the following body composition tests:				
a. Circumferential Measurements	1	2	3	4
b. Waist to Hip Ratio	1	2	3	4
c. BMI	1	2	3	4
d. 3 site and 7 site skin folds	1	2	3	4
e. Bioelectrical Impedance	1	2	3	4
5. Properly prep for ECG monitoring:	1	2	3	4
6. Properly determine the following from ECG:				
a. Rate	1	2	3	4
b. Rhythm	1	2	3	4
c. Axis	1	2	3	4
7. Properly create an exercise presentation based on needs of client.	1	2	3	4
8. Have you had any weight training instruction experience:				
	1	2	3	4

What certification(s) do you currently hold?

CPR _____ Expiration Date _____

Other: _____

STRH WELLNESS CENTER

INTERNSHIP PACKET



Welcome!

We are thrilled to have you as part of
our team!

Saint Thomas Rutherford Hospital Wellness Center

Exercise Science Internship Program Goals and Objectives

I. Membership Services

- a. Monitor the exercise safety of all members
- b. Be available to design, promote, and administer member incentive programs
- c. Provide member services information, sign up new members, and monitor member admittance to the facility
- d. Promote memberships and programs to potential members
- e. Clean equipment and fill cleaning bottles as needed and regularly change out towels.

II. Rehabilitation Services

- a. Cardiac Rehabilitation
 - i. Have patient flow sheets out before the start of each class and make sure monitors are clean and ready for use
 - ii. Assist and instruct patient warm-up and cool-down sessions
 - iii. Perform blood pressure measurements, understand ECG rhythms and interpretation, monitor and/or determine target heart rates, and rate of perceived exertion
 - iv. Educate and counsel patients and family on cardiac risk factors and secondary prevention
 - v. Observe cardiac procedures as available: i.e. non-invasive lab stress testing, cath lab procedures, bypass surgery
- b. Pulmonary Rehabilitation
 - i. Perform blood pressure checks, monitor heart rate, rate of perceived exertion, and rate of breathlessness

- ii. Design and conduct warm-up and cool-down sessions
- iii. Assist in patient instruction, design of exercise prescription, and group education

III. Other Experiences

a. Administrative

- i. Attend staff meetings
- ii. Participate in mock emergencies and safety training
- iii. Help with patient charting and filing: i.e. patient charges, filing exercise sessions, etc.

b. Project

- i. Interns are required to complete a final project on a topic of their choice (must be Exercise Science related) and present the final outcomes at the end of their internship to the staff

c. Off-site Observation Opportunities

- i. As an intern, you have the opportunity to observe the following:
Inpatient Cardiac Rehab at Saint Thomas Hospital West, Physical Therapy at Saint Thomas Sports Medicine, various heart procedures (Cath Lab, Bypass surgery, etc.), Basic EKG interpretation in the education department.

INTERN COMPETENCY CHECKLIST
STRH WELLNESS CENTER

ASSESSMENT

- _____ Blood Pressure at rest
- _____ Blood Pressure while exercising
- _____ Measuring Heart Rate manually
- _____ Calculating target heart rate
- _____ Exercise Prescriptions (ACSM guidelines)
- _____ Skinfolds, BIA, Waist-to-Hip, BMI, Tanita Scale

EQUIPMENT

- _____ Weight Room
- _____ Cardio
- _____ Weight Machines
- _____ Free weights
- _____ Appropriate machine settings
- _____ Floor coverage/supervision
- _____ Cleaning

MEMBERSHIP

- _____ Provides proper membership information/paperwork
- _____ Signs up new members
- _____ Answers telephone in a professional manner
- _____ How to utilize copy and fax machines
- _____ Can give an informative tour of the facility
- _____ Knows what services we offer
- _____ Appointment scheduling

CARDIAC/PULMONARY REHAB

- _____ Filing patient exercise session reports
- _____ Familiar with patient charts
- _____ Prepares appropriate paperwork for each class
- _____ Knows where equipment is (pulse ox, PDAs, etc.)
- _____ Familiar with EKG rhythms - Observe telemetry
- _____ Able to lead weight training - Develop effective exercise leadership
- _____ Checks and records resting and exercise blood pressures during class
- _____ Able to administer six minute walk
- _____ Clean equipment after each class
- _____ Teach education "Benefits of Exercise"
- _____ Relay information to RN or EP's regarding patient's health
- _____ Become familiar with common emergency procedures
- _____ Participate in mock code drills
- _____ Participate in education settings
- _____ Observe and when possible, participate with exercise counseling and exercise prescription
- _____ Observe and assist placement of (3 lead) configuration