

# Health Promotion Program MPH Field Experience

---

Preceptor Orientation & Answers to  
Frequently Asked Questions



SCHOOL OF  
**PUBLIC HEALTH**

# What is the Role of the Preceptor?

- Helps shape and facilitate the student's project and Learning Contract
- Supervises and guides the student through the field experience
- Evaluates student performance by completing the online Student Evaluation, and returns it to the Field Experience Coordinator
- Communicates with Field Experience Coordinator regarding student's performance.

# What are the Minimum Qualifications for Preceptors?

- Public health credentials, by virtue of training and/or experience, for purposes of mentoring and evaluating the student in the application of the public health skills and knowledge developed during the MPH degree program.
- Preceptors may not be SPH Faculty or Advisors

# What is the Field Experience?

- Part of the culminating experience for MPH students in the OHSU-PSU School of Public Health, Health Promotion Program
- 6 credits total (200 hours), over 1 or 2 terms. Two-term field experiences are encouraged, where possible.
- An opportunity to demonstrate mastery of Health Promotion Program Learning Competencies

# What is the Purpose of the Field Experience?

- To demonstrate and apply knowledge and skills gained in a real world setting
- To integrate theory and practice in a supervised, applied setting
- Socialization into field of public health
- To reflect on learning competencies in the context of the field experience

# What Courses Will Students Have Completed?

## Required coursework includes:

Information about the Health Promotion Program can be found at:

<http://ohsu-psu-sph.org/index.php/mp-health-promotion/>.

- Foundations of Public Health
- Principles of Health Behavior
- Epidemiology
- Biostatistics
- Health Systems Organization
- Environmental Health
- Quantitative and Qualitative Research Methods
- Program Planning and Program Evaluation
- Mass Communication or Media Advocacy for Public Health
- Community Organizing
- Values and Ethics in Health
- Etiology of Disease

## Can Students Be Paid?

- Payment is not expected, nor required
- May be negotiated between Student and Preceptor
- University is not involved in these arrangements

# What Does the Field Experience Involve for the Student?

- Participation in a project addressing a public health issue, with guidance of the Preceptor
- Working onsite at the agency or organization
- Applying Health Promotion MPH classroom experience, knowledge, and skills
- Daily journaling of work experience and reflections about the field experience
- Bi-weekly communication with Field Experience Coordinator to provide status updates and upcoming plans

# What Does Field Experience Involve for the Student? (cont.)

- Completing Summary Report, Evaluation, and providing examples of products developed (cleaned of any private or sensitive information)
- Demonstrably meeting measurable Field Experience, track, and learning activities
- Presentation of the Field Experience Placement at the end of the academic year in which the placement was finished (preceptors are invited to attend)

# How Does the Student Identify a Relevant Field Experience Project?

- Public health project of interest and relevance to the field site and of interest to the student
- Work that integrates skills developed across the Health Promotion MPH curriculum, and which provides an opportunity to demonstrate learning competencies
- Can be manageably completed within 200-hour timeframe
- Work that does not involve client transport in cars, clinical activity, or advocacy regarding pending public policy

# Position Descriptions

- The Field Experience Application and Learning Agreement packet must include a formal position description, on organizational letterhead
- The student will work with Preceptor to develop a formal position description if one does not exist
- Meet with the Field Experience Coordinator to review draft Position Description prior to week 5 submission
- Should include:
  - General description of project
  - Placement responsibilities
  - Required Skills
  - Terms of placement (location, start/end dates, any other requirements)
  - Description of placement organization

# What are the Student's Prerequisites?

- Completion of all core and track required courses in the Health Promotion MPH Program
- Completion of Application and Learning Contract, including measurable learning competencies addressing, at minimum, Health Promotion MPH Competencies 1, 3, 4, 8, 9, and 10 (see below)
- All approvals from Field Experience Coordinator, Faculty Advisor, and University
- Field Experience Agreement (if required by site)

# What are the Health Promotion Competencies?

- 1. Apply theory in the development, implementation, and evaluation of health promotion interventions, programs, and policies**
2. Develop interventions and programs to effect change at multiple levels, including individual, community, organization, and policy
- 3. Design and implement strategies to promote health**
- 4. Solicit and integrate input from community and organization stakeholders**
5. Design and deliver health communication messages
6. Evaluate and interpret results from program evaluations and other research

# What are the Health Promotion Competencies? (continued)

7. Define research problems, frame research questions, design research procedures, and outline methods of analysis
8. **Apply ethical principles that govern the practice of public health**
9. **Enact cultural competency in diverse social and cultural communities**
10. **Develop a substantive Area of Emphasis**

*Students are required to address, at minimum, the competencies in bold during the Field Experience*

# Why is The Learning Contract Important?

- Specifies student's learning competencies for the placement, and relates these to Health Promotion Program competencies
- Identifies specific activities and roles student will fulfill
- Lists the products student will develop during placement
- Provides information about the site
- Projects date of completion
- Serves as a true learning *contract*. The student must demonstrate satisfactory completion of contract terms and deliverables to pass the placement.

# What Is Included in the Learning Contract?

- Completed and signed two-page application form
- Specific, measurable learning competencies and activities for Field Experience (i.e., the “Competency Matrix”)
- Description of the work student will do at field site
- Description of deliverables student will produce
- Description of how completed courses will inform field project(s)
- Projected date of completion
- Unofficial PSU transcript of classes to date
- Current resume
- Statement of career goals

# Sample Competency Matrix

Health Promotion Competency	Field Exp. Learning Competency	Learning Activities	Deliverables
Design and implement strategies to promote health.	Design a mixed-methods outcome evaluation plan to assess effectiveness of the Healthy Kids Learn Better Program training manual.	1) Discuss evaluation goals with program coordinator.  2) Review existing quantitative survey of training manual effectiveness to include new components of program.  3) Draft revisions of survey based on feedback of advisory group and review of prior data collected  4) Develop a focus group script to evaluate effectiveness of training manual.  5) Identify sampling scheme  6) Draft focus group protocol  .... [etc., etc.]	List the specific deliverables related to this learning competency

# What is the Field Experience Agreement?

## (If required by placement site)

- A signed interagency agreement between PSU and field placement site
- Delineates roles, responsibilities, and institutional terms of placement
- Not in handbook; will be provided by FE Coordinators
- Tailored to each placement
- If required for the placement organization, must be complete and on file prior to start date
- Please contact Field Coordinator if agreement will be required

## Other Processes

- Human Subjects/IRB approval, if placement involves human research that will be publicly disseminated. Must be completed prior to start of FE. Please contact Field Experience Coordinator with any questions.
- International travel approval, if applicable

# How Does the Student Complete the Field Experience?

- Student demonstrably meets all measurable FE Learning Competencies, as gauged by student, preceptor, and faculty.
- Student responsible for submitting a final packet, in hardcopy by **5pm on Monday of the 9<sup>th</sup> week** of the term in which the placement will be complete:
  - Updated FE Student Checklist Form (updated and signed by student)
  - Final approved Competency Matrix
  - Reflective Report
  - Student Evaluation
  - Final Products (cleaned of any private or sensitive information)
- Preceptor Evaluation of Student Performance (online)

# Grading

- Preceptor provides feedback to the FE Coordinator through direct communication during and after placement, as well as via the Preceptor Evaluation.
- Faculty will grade all materials and provide final course grade and comments, integrating feedback from Preceptor
- Preceptors are **not** required to grade summary reports and products
- As of Fall 2015, students will receive a letter grade (A-F) for this course

# How is the Preceptor's Evaluation of Student Performance Used?

- Feedback is used in consideration of the student's final grade.
- Provides additional information to advisor and FE Coordinator regarding the structure of the placement
- Provides useful process information for future students seeking FE placements

# What is the purpose of the Student's Evaluation?

- To reflect on the overall field experience
- To identify the challenges and successes of the FE
- To provide ideas regarding how the FE can be improved
- To assist with future placement of students
- To document applicability of the MPH competencies to the FE

# How do we resolve unanticipated problems during a Field Experience?

## **Preceptors:**

- Work with the student to address any issues
- Contact the FE Coordinator to discuss the situation
- Rely upon the Learning Contract to frame the work

## **Students:**

- Are encouraged to resolve problems directly with the Preceptor
- If no resolution, students are to meet with the FE Coordinator
- Rely upon the Learning Contract to ensure learning objectives are being pursued

# PHE 504 Faculty

- Liana Winett, DrPH, MCHES  
Field Experience Coordinator  
503-725-8262  
[lwinett@pdx.edu](mailto:lwinett@pdx.edu) (for fastest response)
- Student's Faculty Advisor  
(contact information will be provided by student in the Learning Contract)
- For more information and to see the student field experience handbook, please refer to the Graduate Field Experience webpage:  
<http://www.pdx.edu/sch/graduate-field-experience>



Thank you for being an OSHU-PSU School of  
Public Health Field Experience Preceptor!

We value your time and expertise.

All feedback is welcome and gratefully  
accepted.