

## **Fall 2018 Lactation Consultant (IBLCE Pathway Two) Practicum Application Packet and Instructions**

Thank you for your interest in the Portland State University Practicum Application. Lactation Consultant Practicum (IBLCE Pathway Two) applications are evaluated on a point system. Applications will be evaluated on an initial 60-point scale. The top applicants will be invited to complete a personal interview. If selected for a personal interview, all applicants must be available on the dates between the hours listed under application timeline. No alternative dates for interviews will be available. Applicants will be notified by email if selected for a personal interview. Applicants must be present for the interview or forfeit their application, worth 40 points. Final selection will be based on the applicant's combined score out of 100 points.

### **APPLICATION DEADLINE:**

**June 1st at 5:00 p.m.**

All items must be submitted to the PSU School of Community Health (SCH) Office by this deadline.

**Applications may be e-mailed to:**

[lactation@pdx.edu](mailto:lactation@pdx.edu)

### **APPLICATION TIMELINE**

**April 17, 2018:** Applications available

**April 2018:** Free Information session (via webinar) to address application questions

**June 1st, 2018:** Applications and all materials are due by 5:00 p.m.

**June 11th, 2018:** Applicants notified of in-person interview invitation by email

**June 19th, 20th, 21st :** Interviews held

**July 11th, 2018:** Interview participants notified of final admission status

**Aug. 31st, 2018:** All screening paperwork for Practicum DUE

**Fall Term 2018:** Lactation Practicum begins

## MINIMUM ELIGIBILITY REQUIREMENTS

Applicants are eligible to apply to the Lactation Practicum (IBLCE Pathway Two) if they meet all of the following requirements:

Students must be one of the following IBLCE recognized health professionals recognized by IBLCE as having already completed the General Education requirements during their professional education: Dentist, Dietician, Midwife, Nurse, Occupational Therapist, Pharmacist, Physical Therapist or Physiotherapist, Physician or Medical Doctor, Speech Pathologist or Therapist. See IBLCE website for a list of recognized health professionals <http://iblce.org/wp-content/uploads/2013/08/recognised-health-professions.pdf>. In the application, you will be asked to identify your profession and submit a copy of your license, registration, diploma, or transcript.

### OR

Students who are not IBLCE recognized health professionals must have completed all the IBLCE Health Sciences Education requirements before starting the program. There is no expiration date for prerequisite courses.

A transcript, preferably an official transcript, showing the name of the school, course name and a passing grade will document completion of study in the following higher education subjects:

- Biology
- Human Anatomy
- Human Physiology
- Infant and Child Growth and Development
- Nutrition
- Psychology or Counseling or Communication Skills
- Introduction to Research
- Sociology or Cultural Sensitivity or Cultural Anthropology

In addition, *if you are not a recognized health professional*, you need to have completed continuing education in all 6 subjects that health professionals typically study as part of their professional education and/or are required for ongoing maintenance of their professional credentials:

- Basic life support (e.g. CPR)
- Medical documentation
- Medical terminology
- Occupational safety, including security, for health professionals
- Professional ethics for health professionals (e.g. Code of Ethics)
- Universal safety precautions and infection control A minimum prerequisite GPA 2.50 GPA, calculated from all completed prerequisite requirements.

**Both health professionals and those that are not healthcare professionals** must also have completed a minimum of 90 hrs of Lactation Education from a IBLCE recognized Pathway 2 program. A transcript or certificate verifying completion of Lactation Education with a passing grade must be submitted with your application.

### **COMPUTER LITERACY REQUIREMENT**

Students must be computer literate, meaning proficiency in word processing, Internet and email use, and basic understanding of computer terminology. PSU does not require proof or documentation of computer literacy. It is the applicant's responsibility to ensure they are prepared to use computers prior to beginning the practicum.

### **REQUIREMENTS FOR CLINICAL PRACTICUM**

All admitted Lactation Practicum (IBLCE Pathway Two) students must meet the following requirements:

- Successfully complete any outstanding prerequisite courses with a grade C or higher by the end of Summer 2017.
- **By August 31st, 2018**
  - Successfully pass a criminal background check from an agency designated by PSU
  - Successfully pass a ten-panel drug screen from an agency designated by PSU
  - Submit proof of current immunizations (we have NO flexibility on immunization requirements)
- **Practicum schedule requirements:**
  - Students can expect to work approximately 12-20 hours a week (2 days a week) on site between the hours of 7am and 6pm. *Students who are unable to work 2-3 days per week (approximately 12-20 hours/week) between 7am and 6pm will not be considered for placement at a clinical experience site. Some weekend shifts may be available but can not be guaranteed*
  - Students must be able to complete a minimum of two terms during the academic year. Students who may need to take more than one term off will need to reapply the following year.
- **Student fees**
  - Practicum students are responsible for the cost of the background check and drug screen, student identification and clinical uniform (scrubs). Additional information regarding these costs will be provided to students during the interview phase of the application.

## **BEFORE YOU SUBMIT YOUR APPLICATION!**

Did you remember to:

- Apply to PSU (unless already admitted)?
- Sign and date the applicant data form and checklist?
- Include official transcripts from ALL colleges for health science and Lactation Education courses? Include ALL required documentation for work experience?
- If applying as an IBLCE recognized health professionals, attach a copy of the license from the state in which you currently reside.

**APPLICANTS ARE RESPONSIBLE FOR COMPLETING AND SUBMITTING ALL REQUIRED FORMS AND MATERIALS. INCOMPLETE APPLICATIONS WILL BE RENDERED INELIGIBLE.**

## PSU Lactation Practicum (IBLCE Pathway Two) Application

### Personal data

Name		Credentials		
Street Address	City	State	Postal Code	Country
DOB	last 4 digits of SS#			
Home Phone	Work Phone		Fax	
Email Address:				

### Professional References

Provide the names of **three** individuals who we can contact to obtain recommendations regarding your professional capabilities. Please attach a letter of reference from each individual.

Name	Title/Position	Address	Phone

### Educational Background

High School	Location	Year graduated

College	Location	Dates attended	Degree/Major	Cumulative GPA

## Lactation Education

Please provide any previous breastfeeding/lactation education, including the 90 hrs of Lactation Education required for Pathway 2 students.

Title of lactation course	Course provider/ Academic Institution	Date Completed	Pass/Fail/ Grade

**Attach your certificate of completion or transcripts verifying completion of the Lactation Education series.**

**Which best describes your academic status:**

☐ Health Sciences degree-seeking student      ☐ other undergraduate degree-seeking student  
☐ post-baccalaureate student      ☐ non-degree seeking student (non-medical professional)

**Prior Experience: please use separate sheet of paper if needed to complete your response**

If applicable, please describe any previous experience providing breastfeeding education/ support or advocacy, including length of time working in this capacity.

**Working with diverse families: please use separate sheet of paper if needed to complete your response**

If applicable, please describe any prior experience working with underserved populations (families of color, LGBTQ families, low-income families or non-English speaking populations).

## Licensure

If you are a health care professional, please list all states in which you are licensed to practice. Attach a copy of the license from the state in which you currently reside. If you are unable to provide a hard copy of your license, please provide your license # so we can conduct a verification search. License # \_\_\_\_\_

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

**Work/employment history**

List employment history, beginning with the most recent.

Title	Employer	Responsibilities	Length of service

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<b>Lactation Practicum Prerequisites (for students NOT applying as an IBCLC recognized health professional)</b>		
IBCLE Category	Course Name/Academic Institution attended/Date	Grade
Biology		
Human Anatomy & Physiology		
Psychology or Counseling Skills or Communication Skills		
Infant and Child Growth & Development		
Nutrition		
Introduction to Clinical Research		
Basic Life Support		
Medical Terminology		
Medical Documentation		
Occupational Safety and Security for Health Professionals		
Professional Ethics for Health Professionals		
Universal Safety and Infection Control		

**Any additional continuing education related to breastfeeding and lactation management**

List and attach copies of certificates of attendance or transcripts for additional continuing education

Dates	Contact Hours	Title	Provider

## Essay Response Questions

Attach additional paper as needed. Please limit each response to 250 words.

1. What has brought you to the lactation consultant profession, and in what type of work situation do you see yourself practicing after becoming an IBCLC? Why is it important for there to be an IBCLC in your community? What do you hope to give back to the profession?
2. Life generates many simultaneous demands. How do you see yourself dealing with multiple demands as you try to meet your personal needs along with the academic and clinical practice of this program?

## Lactation Practicum (IBLCE Pathway Two) Applicant Checklist

**Please complete this verification checklist as a part of your Lactation Practicum (IBLCE Pathway Two) Application. Applications will be accepted beginning April 17th through June 1st, 2018 at 5:00 p.m. It is the full responsibility of the applicant to ensure that all application materials and required documentation are emailed to [lactation@pdx.edu](mailto:lactation@pdx.edu) by 5:00 p.m. on the application deadline. Faxed applications and documentation will not be accepted.**

**Please read the following CAREFULLY and sign below.**

- € I have been admitted to Portland State University (Students can apply online at <https://www.pdx.edu/admissions/apply-to-psu>)
- € I have verified that my contact information and mailing address on file with PSU are correct. (Students can update their phone number and mailing address on Banweb <https://sso.pdx.edu/idp/profile/cas/login?execution=e1s1> or in person at any campus admissions window.)
- € I understand that all vaccines or immunizations are required and non-negotiable due to the vulnerability of the population I will encounter. I verify that I am able to receive or provide proof of all immunizations.
- € I have completed and signed all required documents in the 2017-2018 Portland State Lactation Practicum Application Packet.
- € I understand that failing to complete and sign all required documents will render my application ineligible.
- € I understand that computer literacy is a requirement for admission to the Lactation Practicum. I have met this competency through previous experience with computers OR by completing a computer skills course. (PSU does not require documentation of computer literacy.)
- € I understand that as a PSU Lactation student, I am required to follow the ILCA Standards of Practice. (available at <http://www.ilca.org/files/resources/Standards-of-Practice-web.pdf>)
- € I understand that as a PSU Lactation student, I am required to follow the IBLCE Code of Professional Conduct? (available at <http://www.iblce.org/upload/downloads/CodeOfProfessionalConduct.pdf>)
- € I understand that as a PSU Lactation student, I am required to work within the IBCLC Scope of Practice. (available at <http://www.iblce.org/upload/downloads/ScopeOfPractice.pdf>)
- € I understand that if I am selected for the PSU Lactation Practicum (IBLCE Pathway Two), I will have to successfully complete all the screening procedures at my own cost by Sept. 1st, 2017.

- € I understand that if I am selected for the PSU Lactation Practicum (IBLCE Pathway Two), that during the quarter I will need to be available to work as a lactation practicum student 2-3 days per week, or approximately 12-20 hours a week between 7am and 6pm, with some weekend days required during the quarter, and attendance at a 1.5-hr distance learning practicum seminar each week.
- € In understand that, while the School of Public Health will attempt to place me close to the region in which I live, I may be expected to commute 1 hour or more to my practicum site.
- € If applying as an IBLCE recognized health professionals, I have attached a copy of the license or provided my license #.
- € If not applying as an IBLCE recognized health professional, I understand that any prerequisite credits in progress at the time of application must be completed by the end of summer quarter 2018 with a grade C or higher. Failure to complete the prerequisites in progress by then end of summer quarter 2018 will result in a rescinded admission offer.
- € If not applying as an IBLCE recognized health professional, I have included with my application official transcripts from ALL institutions attended (other than PSU). I understand that other PSU departments, including Student Records, will not accept transcripts on my behalf.
- € If not applying as an IBLCE recognized health professional, I have completed the Prerequisite Completion Chart, indicating all general education and continuing education courses completed or in progress.
- € I have completed 90 hours of Lactation Education from an IBLCE approved Pathway 2 program.
- € I have included three references.
- € I understand that lactation students must be able to remain on their feet for extended periods. Typical work activities include sitting, standing, holding or carrying infants or equipment that weighs 4-15 lb, and utilizing and operating breastfeeding tools and equipment.
- € I understand that the practicum runs for 3 consecutive terms. I understand that if I am not able to complete more than 2.5 terms, I am ineligible for the practicum.

**Please sign below**

Your signature below indicates that all information provided in this application is truthful to the best of your knowledge.

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Applicant Signature

Date

**Failure to sign, complete or submit required documents may result in application ineligibility.**