HEALTH POLICY AND ADMINISTRATION

INTERNSHIP FINAL PAPER REQUIREMENTS

A final paper of 10-15 pages will be required for students registered for an internship. Below you will find an outline that you should use as a framework to follow when writing the paper. For your benefit in completing the final paper assignment, it behooves you to keep a journal of your internship experience to which you can refer while writing the paper. Feel free to be creative and personalize the final paper in your own style. Your mentor for the internship and the director of the HPA Minor will evaluate your paper. Evaluation will be based upon sound and informative content, grammar, spelling, punctuation, and its overall professional quality. Your paper must be typed and double-spaced. The paper should be organized with the appropriate headings and subheadings. Please present a copy of the final version to both you mentor and Professor Lawlor by the last week in the semester.

FINAL PAPER OUTLINE

Introduction

1. Introductory Paragraph

2. Introduction of Organization

a. Name and type of organization.
b. Location of organization.
c. Department and position of intern.

Body

3. Analysis of Internship Goals, Objectives, and Health Policy and Administration Concepts

a. Summarize how you did/did not accomplish your initial objectives.
b. Describe and give specific examples as to how your understanding of health care has been affected by your internship experience.

Conclusion

4. Personal Evaluation

a. Describe how the internship experience has affected your view of the health sytstem and your educational plans and career goals.
b. Provide a personal evaluation of your internship experience, indicating whether you would recommend it to other prospective students.
c. Summarize your key points and issues of discussion from the body of the paper.
d. Offer any concluding comments you consider relevant to your internship experience.

DUE DATE: The *LAST* day of classes for the semester in which you are interning.