

FULL-TIME MPH PRECEPTOR GUIDELINES

Supporting Public Health Students in
Experiential Learning



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Introduction

Thank you for your interest in serving as a preceptor!

The mentorship and support that our preceptors provide to our students is invaluable in their learning as growing public health professionals.

We also know that many of our preceptors find our students' work to be essential in improving public health in Philadelphia and beyond.



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Our Mission

To provide education, conduct research, and partner with communities and organizations to improve the health of populations. We view health as a human right and have a special commitment to improving health in cities, eliminating health disparities, and promoting health in all policies.

We hope that together DSPH and your organization can partner to build the future public health workforce to support their preparedness to improve the health of their communities.



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Experiential Learning

- As part of accreditation, all students at all MPH programs are required to do both an Applied Practical Experience (APE) and an Integrated Learning Experience (ILE) during their time in the program.
- These experiences are linked to competencies outlined by the Council on Education for Public Health.
 - Competencies include skills related to:
 - Evidence-based approaches to public health
 - Public Health & Health Care Systems
 - Planning & Management to Promote Health
 - Policy in Public Health
 - Leadership
 - Communication
 - Interprofessional Practice
 - Systems Thinking



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Our Student Experiences

Applied Practical Experience

- Also known as the Depth Experience
- A 120 hour (minimum) community-based practicum
- For first year students
- Occurs between April – September
- Objectives:
 - Allow an opportunity to integrate classroom learning with hands-on experience
 - Provide public health practice experience
 - Widen the scope of professional networks

Integrated Learning Experience

- Culminating experience of the degree
- For second year students
- Occurs between September – March
- Format differs by department:
 - *Community Health & Prevention*: research or practice-based project with community focus
 - *Environmental & Occupational Health*: research or practice-based project w/ EOH focus
 - *Epidemiology*: data analysis project with large data set (over 200 observations)
 - *Health Management & Policy*: internship, thesis, or policy analysis & brief



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Approximate Timelines



Applied Practical Experience (Depth)

- January 1 – June 1: Proposals Accepted
 - By February 15: Recommended submission for greatest reach to students
- April 1 - September 15: Student Experience
- September: Student Deliverables Submitted

Integrated Learning Experience

- June 1 – August 15: Proposals Accepted
- October 1 or sooner: Student Experience Begins
- Early March: Student Final Presentations



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Financial Compensation

Preceptors are encouraged to consider the financial obligations that full-time students have related to their schooling and to provide compensation if possible, although this is not required.

The APE (Depth) student may receive a wage or stipend. ILE students cannot be paid for their work, but may receive support for extraneous expenses, such as conference travel or transportation.

There are limited funding opportunities through DSPH for depth experience students who accept unpaid positions, and preceptors should encourage students to be aware of the deadlines and to apply.



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Student Responsibilities



In addition to the responsibilities of the project or internship position, students are expected to:

- Meet with their faculty mentor during search to determine what opportunities are appropriate for their career goals and major.
- Complete and submit a learning agreement outlining scope of the project.
- Communicate with preceptor(s) about progress, following-up for clarification if needed.
- Submit all required deliverables as agreed upon by the student and preceptor.
- Set a schedule for completion of work hours and communicate in advance if days are to be missed.



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Preceptor Responsibilities

- Develop the tasks and project responsibilities of the student.
 - Can be done prior to student selection or in consideration of a student's learning goals
- Orient the student to the organization and introduce them to key staff.
- Supervise student work and provide regular feedback.
- Meet at least bi-weekly with the student to ensure satisfactory progress is being made.
- Complete a mid-point and final evaluation of student performance and experience working with DSPH.
- Communicate with DSPH faculty and staff if challenges arise.



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DSPH Faculty and Staff Roles

- The Director of Student Placement & Partnership Development & Faculty Advisors each work to support students in finding placements relevant to their career goals.
 - For APEs: Director of Student Placement approves placements and works with faculty advisors to assess competency attainment
 - For ILEs: Faculty advisors approve placements and assign grades based on student and preceptor feedback
- If you are presented with challenges pertaining to working with a student, it is important to connect with the Director of Student Placement as soon as possible to ensure that the experience is as successful as possible for both student and the site.
 - Faculty mentors will be brought in as needed to navigate the challenges.



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Education & Experience of Preceptors

Preceptors are expected to be able to provide instruction and supervision for the tasks that a student is expected to complete. To be a preceptor, one must have at least:

- A master's degree and one year of public health work experience *or*
- A bachelor's degree and three years of public health work experience

In addition, the student should not be a current student of DSPH, but alumni are welcome.



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Proposing an Experience



Preceptors can register for an account on [Simplicity](#), our student portal for applying to experiential learning placements.

Once the account is approved, preceptors can:

- Upload position descriptions
- Set an application deadline
- Receive applications directly to their inboxes by selecting “Email” as a method for application submission



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Selecting a Student

Preceptors may conduct the selection process as they see fit. While some conduct in-person or phone interviews with each applicant, others only invite a few to interview.

Some organizations have lengthy onboarding processes, so proper time should be allocated for connecting with and onboarding students so that they can begin on-site by the proper date.



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Our students are eager to bring their commitment to health and human rights to their work with you.

We hope that you'll provide an opportunity for a student to get involved in the coming year!



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For More Information

Caroline Voyles, MPH
Director, Student Placement &
Partnership Development
(267) 359-6075
cvoyles@drexel.edu



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