



Dear prospective student,

We appreciate your interest in the child life practicum at Children's Memorial Hermann Hospital. This packet is designed to provide you with an overview of the child life department, practicum requirements and answer your questions. We hope that this packet not only answers your questions, but provides you with enough information to decide whether our program would be a good fit for your learning style as a student. Please note that we are also looking to find the best fit and student for our program size and structure as well.

Child Life and Expressive Therapies Department Overview:

The Child Life and Expressive Therapies Department has been a valued part of the children's hospital for the past 40+ years. There are 19 child life specialists, 3 music therapists, 3 art therapists, 2 facility dogs, volunteer coordinator, clinical coordinator, and director.

Practicum Overview:

The practicum program at Children's Memorial Hermann Hospital is designed to provide students with a variety of opportunities. Under the supervision of a Certified Child Life Specialist, practicum students learn the function of a child life specialist and how they provide a variety of services to patients and families. Throughout the practicum, students can expect to have exposure to multiple diagnoses, integration within the interdisciplinary team, educational sessions, and ongoing supervision.

The practicum is a part time experience at Children's Memorial Hermann Hospital Texas Medical Center (TMC) campus totaling approximately 150 hours. The 8 week practicum semester consists of an orientation week, education week, and two 3-week placements in either one of our inpatient or outpatient units. The practicum student will be required to work the same schedule as their unit supervisor.

Goals & Objectives for Practicum:

1. Understand the workings of the Child Life and Expressive Therapies Department within Children's Memorial Hermann Hospital.
2. Increase knowledge of evidence-based practice in regards to developmentally-appropriate interventions; such as, but not limited to, therapeutic play, preparation, procedure support and education that impact the emotional, developmental and psychosocial needs of the child and family in a hospital setting.

3. Observe and begin to independently engage in developmentally-appropriate play and supportive interventions with infants, children and youth.
4. Develop a basic understanding of how a child life specialist conducts a child life assessment and utilizes that information to develop a plan of care in efforts to prioritize the needs of hospitalized children and their families.
5. Increase knowledge and apply the use of developmental theory into child life practice.
6. Develop an understanding of the role of a child life specialist within the interdisciplinary healthcare team.
7. Increase knowledge regarding relevant medical terminology, diagnosis and procedures.
8. Develop an initial understanding of how to integrate diversity, equity and inclusion into our child life clinical and professional practice.

Student Requirements During the 8-week Practicum:

1. Develop a list of personal goals you wish to accomplish during your practicum.
2. Read required manuals.
3. Keep a daily log of time and attendance.
4. Maintain a weekly journal of experiences.
5. Complete assigned readings/assignments on time.
6. Attend weekly supervisory sessions with practicum supervisors.
7. Attend educational sessions on a variety of topics related to the child life profession.
8. Observe various multidisciplinary rounds and other meetings.
9. Present a diagnosis education to child life staff.
10. Complete evaluations of rotation supervisors, self-evaluations, and the overall practicum experience.
11. Observe interventions in preparation, procedural support, and medical play directed by a child life specialist.
12. Plan, implement, and evaluate therapeutic activities.

Child Life Practicum Program Prerequisites:

1. A cumulative GPA of 3.0 within your major
2. Completion of 3 required university courses (Play, Child Development, Child Life) as stated on the SACLP application
 - Course-in-progress forms must be included for course(s) student is actively enrolled in, but has yet to complete
3. A minimum of 100 hours of fieldwork working directly with well children

Application Process:

Individuals applying for the practicum must compile the following items to be reviewed by the Child Life and Expressive Therapies Department. All required items should be submitted as either Microsoft Word or PDF attachments via email to: ChildLifeStudents@memorialhermann.org. Any other formatting will make the application incomplete and will not be considered for review. Paper applications will not be considered. Late submissions will not be considered.

Submitting a completed application does not guarantee an interview or acceptance. Each application will be reviewed to determine if the applicant meets all the requirements. We currently accept affiliated and non-affiliated students. The most qualified applications will be extended the opportunity for an interview.

Applicants must submit the following documentation by the deadline:

- A. **ONE** email with subject title “*Applicant Name* Practicum Application” including the following items:
- Completed Southern Association of Child Life Professional (SACLP) common child life application - typed
 - All items referenced in SACLP Common Application checklist review must be included
 - Course-in-progress forms required for course(s) student is actively enrolled in, but has yet to complete
 - Copy of current academic transcript(s) from university indicating cumulative and major GPA. If offered placement within the Child Life Practicum Program, an official transcript may be required.
- B. Two SACLP Child Life Practicum Reference Forms:
- One must be from an academic source
 - One must be from someone who has directly observed and can assess your work with children, parents, and professionals.
- Both reference forms should be from non-family members. Forms should be emailed directly from referrer with subject title “*Applicant Name* Reference Form” to ChildLifeStudents@memorialhermann.org.
- C. If selected, you will need to provide the following pieces of information:
- Proof of health insurance
 - CPR Certification
 - Personal liability and malpractice insurance
 - Proof of negative TB test (read within one year of start date) or current chest x-ray
 - Proof of flu shot (hospital is able to provide flu shot free of charge for selected practicum students)
 - Proof of COVID-19 shot (hospital is able to provide COVID-19 shot free of charge for selected practicum students)
 - Up to date vaccine record
 - Official academic transcript

Application Deadline:

Children's Memorial Hermann Hospital follows deadlines set by the Southern Association of Child Life Professionals.

Please refer to deadline dates which can be found at:

[Child Life Students - Southern Association of Child Life Professionals \(taclp.org\)](http://taclp.org)

Your application will not be reviewed if:

1. It is incomplete
2. It is received later than 12 midnight on the date of the deadline
3. You fail to meet one of the requirements as listed above

Application Review:

1. Applications that meet the requirements are then reviewed by members of the child life student committee, using a screening and scoring rubric
2. The child life student committee will select up to 10 applicants to participate in the formal interview process. Applicants selected will be contacted via phone with more information regarding the interview process
3. Following the interviews, offers will be made using the offer dates and process as listed above, which is recommended by the SACLP
4. Applicants who do not receive an offer are offered an opportunity for feedback

Interview Process: Multi-mini Interviews (MMI):

- Children's Memorial Hermann Hospital uses a MMI interviewing format.
- Interviews will be held one to two weeks prior to the offer date.
- Candidates will be contacted with one date in which all interviews will take place. All interviews will be conducted virtually.
- Candidates will choose a preferred morning or afternoon time slot on the given day.
*The child life student committee will do their best to accommodate.
- Up to 5 candidates will be interviewed during each time slot
- Candidates will move through different virtual rooms and participate in short, timed interview sessions with members of the student committee. The interview session will conclude with a virtual tour and overview of the program by the practicum coordinator, followed by a Q&A session.
- The interview is a behavioral interview format where questions will be asked around child development/theory, the candidates experience with children in various settings as well as the candidates experience with working with a team, problem solving, etc.

- A more detailed email will be sent to candidates prior to the interview date, detailing Zoom instructions and with more details on the flow of the interview session.
- Candidates will be scored based on a scoring rubric and the top candidates will be given an offer

Additional Information for Selected Interns:

- **Parking**
 - Parking costs are covered by the Child Life and Expressive Therapies Department
- **Living Arrangements**
 - Living arrangements are the responsibility of the practicum student
- **Meals**
 - Meals are the responsibility of the practicum student

Frequently Asked Questions:

- I will graduate before the practicum starts, so I will not be affiliated with a university. Is this okay?
 - Yes, we accept both affiliated and non-affiliated students.
- I really want to do my practicum at Children's Memorial Hermann; will I still be eligible for an internship at Children's Memorial Hermann?
 - No, students can complete a practicum or internship at Children's Memorial Hermann, not both.
- I am interested in gaining more experience, what can I do?
 - We recommend volunteering or working at camps, day care centers, children's hospitals, babysitting, etc.
- Does my experience with well-children have to be unpaid, volunteer experience?
 - No, students should include all paid and unpaid experiences in their application.

Contact Information:

If you would like any other information regarding our practicum program, please contact the practicum coordinators at:

ChildLifeStudents@memorialhermann.org