

Dear Applicant,

Thank you for your interest in a Child Life practicum program at Children's Hospital of Orange County. CHOC Children's is located in beautiful Orange County, California and is dedicated to providing the highest quality, family-centered primary and specialty care to children. We are a licensed acute care pediatric facility with more than 300 beds. Our services include a brand new emergency, radiology and surgical departments, in addition to our intensive care, acute care, hematology/oncology, cardiac, neurology, neonatal intensive care and out-patient clinics. CHOC Children's has been ranked in eight specialties by U.S. News Media Group's Best Children's Hospitals. We are also proud to be recognized with a Gold Level CAPE Award, Magnet Designation and a Beacon Award for Excellence.

Our child life department staff includes a manager, a department assistant, 19 child life specialists, an activity specialist, an educator, a media programs coordinator and two music therapists. We provide clinical services in more than 12 departments, oversee 6 playrooms, and coordinate a variety of programs including; Seacrest Studios, Pet Therapy, support groups, pre-operative tours, school re-integration, and many others.

Our practicum program is a one day a week program for 15 weeks. The day will remain the same each week but the hours and shifts may vary. The practicum program has rotations through 2-4 different units in the hospital in order to see how child life specialists work in a multitude of departments.

Again, we thank you for your interest in the CHOC Children's Child Life Practicum Program, and we look forward to receiving your application. If appropriate, we will contact you to schedule an interview after your application has been reviewed. Once you have completed the information packet please refer to the website to download and email the completed application to practicum@choc.org. If you have any questions, please feel free to contact me.

Sincerely,

Sam Carter CCLS
Child Life Specialist
scarter@choc.org
(714) 509-8473

MISSION STATEMENT

“To nurture, advance, and protect the health and well-being of children”

Children's Hospital of Orange County (CHOC) is the center of a regional pediatric health care system dedicated to serve the medical needs of infants, children, and adolescents. The hospital not only provides high quality care to our patients, but CHOC also promotes the wellness of children by reaching out to the community with pediatric health education, preventive medical care, and child health advocacy programs. Our goals are further supported by pediatric research and medical education.

Driven by abiding interest in the care of the whole child, CHOC educates and involves the family in the care delivery process while nurturing the patient's emotional, psychological and physical well-being. CHOC believes well-qualified staff and volunteers working in an efficiently managed and supportive environment best support its commitment to excellence in regional pediatric health care. Within the boundaries of financial responsibility and quality performance, care is provided to children from all socio-economic levels without regard to race, creed, national origin, religious preferences or the family's ability to pay.

ABOUT CHILD LIFE

The Child Life Department provides emotional and developmental support to children. The goal is to help children adapt to health care experiences through minimizing stress and anxiety, and facilitating positive coping strategies. Child life specialists are experts in child development, who promote a child friendly environment that encourages play as an opportunity to master the potential stresses of hospitalization. Through therapeutic play, we promote coping using preparation, education, and self-expression activities.

Child life specialists understand that a child's wellbeing depends on the support of the family, and also provide information, support and guidance to the patient's siblings, and other family members. The department is a resource within CHOC and the community, promoting sensitive, family-centered healthcare for children and families.

CHILD LIFE SERVICES

The Child Life Department provides services throughout the hospital. There are child life specialists located in oncology/hematology, acute care, pre and post-operative, intensive care, neurology, out-patient infusion, orthopedics, radiology/imaging and the emergency department. Listed below is a list of some of the service we provide:

Medical Play and Pre-Procedural Preparation: Medical play enables children to learn through the use of medical equipment and special teaching dolls. It provides an opportunity for patients to express fears and anxieties while demonstrating positive coping techniques.

Multidisciplinary Team Member: Child life specialists collaborate with many members of the health care team to provide optimal care for CHOC patients. The Pain Team, Palliative Care Team, Feeding Team, and Bereavement Team are some of the multidisciplinary committees that child life is a member of.

Pre-Operative Program: A non-threatening way to introduce children to the hospital. The program is an interactive program which includes: medical play, a question and answer session, and a tour of the unit where the child will be staying.

Seacrest Studios: In-house broadcast media center that allows patients the opportunity to engage with celebrities, explore the creative realms of radio and television and take a break from clinical care to have some fun.

Turtle Talk: CHOC is proud to be the home of an aquarium, a special theater in which Crush from Disney*Pixar's Finding Nemo swims up to and interacts with our patients. The twice daily show allows children the opportunity to ask questions about the sea, turtle life or anything fit to be answered by a sea turtle.

Discovery Arts: An organization that brings dance, music, activities, and costumes to the patients once a week. This provides an opportunity for the children to socialize, create, imagine, dance dress-up and much more.

Creative/Expressive Program: Weekly program planning provides activities such as *What's Cooking* for children to enhance cognitive development, imagination, creativity, fine and gross motor skills, and socialization skills. Specially trained artists are also available to provide group and/or one-on-one interactions with patients.

Teen Program: The child life department helps plan and implement teen-oriented activities such as a yearly oncology prom, teen nights, and teen outings.

School Program: There are two certified Orange Unified School District teachers available to work with inpatients in a classroom setting and at bedside throughout the calendar school year. Child life also facilitates *Homework Club*, a tutoring program staffed by community volunteers.

Special Community Programs/Celebrity Visits: The Child Life Department hosts a number of community visitors that to promote normalization and respite from the busy hospital routine. Programs may be educational, therapeutic, or entertaining. Current visitors include; athletes, theatre groups, science-on-the go, celebrities...

Pet Therapy: CHOC patients are visited by professionally screened pet therapy dogs five times per week. The program offers education, play, and normal life experiences, while providing a welcome diversion from the hospital and treatment routine.

Music Therapy: Music Therapy is an established healthcare profession that uses music to address physical, emotional, cognitive, and social needs of individuals of all ages. Music Therapy is a component of the interdisciplinary team that uses musical experiences and activities in a skilled manner by a trained and board certified music therapist to achieve nonmusical goals.

CHILD LIFE PRACTICUM PROGRAM OVERVIEW

- Students will work one eight hour day once a week, shift times will vary
- Shifts will include observing child life specialists in a variety of settings, providing therapeutic bedside interactions with patients 0-21 years, supervising playrooms, sanitizing toys/supplies, organizing donations, special child life projects and other child life duties
- Students will rotate through in-patient and out-patient settings, that may include surgery, intensive care, oncology and clinic settings
- Students will have the opportunity to observe a child life specialist provide preparation and/or support for a medical procedure at least four times
- Students will increase their knowledge and understanding of child development, the role and responsibility of a child life specialist, how hospitalization impacts children, stressors of children in the hospital and theories on family centered care
- Students are required to complete a weekly journal to be turned in before the next week.
- Written goals will be due to the supervisor at the start of the third week.
- Students are required to complete one project due at the end of the practicum semester. The project can be administrative, playroom focused or patient oriented, details and approval will be discussed with the supervisor
- Students will be asked to attend one weekend, evening or special event shift
- Students will be asked to meet with their supervisor bi-monthly to discuss progress and receive feedback
- Students will be provided with internship preparedness skills
- If a student is absent, the absence will be made up within three weeks

Requirements to apply:

- 10 classes in Education/Child Development/Psychology
- Experience working and/or volunteering with children
- Previous child life volunteer experience is highly recommended

Requirements (Upon Acceptance into Program):

- Practicum student application
- Criminal background check
- Completed Health screening
- Attend child life orientation sessions
- Transcripts may be requested upon acceptance

**CHILDREN'S HOSPITAL OF ORANGE COUNTY
VOLUNTEER SERVICE
DESCRIPTION**

Position Title: Child Life Practicum Volunteer	Date Approved: 3/14/2016
Cost Center: 2007802	Approved by: Stephanie Chami MS, CCLS Child Life Manager
Reports to: Child Life Practicum Coordinator and Child Life Specialists	Updated:

To be completed by Volunteer Service Department:

Service Code: **Required minimum hours:** 8 hours/ week for 15 weeks

SUMMARY:

The Child Life Practicum Volunteer assists with the playrooms and bedside interventions within the Child Life program. As a primary function of the Child Life program, the playroom offers an opportunity for patients and families to engage in developmentally appropriate activities, while providing an opportunity for socialization. Play allows freedom of choice, fosters creativity, diverts patients from stress and worry, and normalizes their environment. Practicum volunteers are utilized to supervise playroom activities, while interacting with patients and families. On occasion, practicum volunteers will assist Child Life staff with escorting patients to other locations of the hospital for special programming, or perhaps interact with patients at bedside.

****Please see the Child Life Volunteer Handbook for more information on duties and responsibilities.**

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The practicum volunteer assists the Child Life staff with the support and play needs of patients on 3rd, 4th, and 5th floors as follows:

1. Sets up daily scheduled activity in playrooms
2. Supervises, instructs, encourages and interacts with patients as they participate in recreational activities

3. Monitors safety of children during activities or special programs
4. Greets patients as they come to the playroom
5. Monitors children entering playroom to ensure patient/sibling is not in isolation
6. Alerts Child Life Specialist of any specific fears or concerns expressed by children
7. Assists with toy and general cleaning of the room at the end of each playroom session

NON-ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Provide bedside support for children, as directed by Child Life Specialist
2. Escorts patients to the playrooms or other locations with prior approval of the Child Life staff
3. Straightens games, books, etc in the playrooms
4. Cleans off counter tops
5. Refills paints, glue, and containers as needed
6. Picks up games and crafts supplies from patient rooms, as assigned by Child Life staff
7. Checks volunteer list for other daily assignments
8. Checks with Child Life staff before setting up any VCR's, movies, or video game equipment
9. Notes names of patients in playrooms
10. Calls nursing station on intercom when patient's IV pole is beeping, etc

REQUIRED QUALIFICATIONS

- Must be able to carry out practicum volunteers assignments independently
 - Be committed to practicum volunteers on a consistent basis
 - Must not assume any nursing duties, such as giving patients food or drinks unless directed by a staff person
 - Must not give personal number or ask for patient's phone number or address
 - Be friendly, courteous and able to relate to all patients who may be under stress
 - Must abide by HIPAA laws

PREFERRED QUALIFICATIONS

Previous experience working with children in formal setting as well as hospital setting of various ages.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment described here are representative of those that must be met by a volunteer to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Ability to stand, walk, stoop, squat/crouch, climb stairs, reach twist/turn, pull, push, lift up to 25 pounds, speak, hear, and grasp.

To be signed upon acceptance:

Signature: _____

Date: _____