

# PRACTICUM PLACEMENT CATALOG

Kentucky Department for Public Health

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**Kentucky Public Health**

Prevent. Promote. Protect.



# HOW TO APPLY

Thank you for your interest in the [Student Internship Program](#) with the Kentucky Department for Public Health (KDPH)!

If you are interested in an opportunity in our Practicum Catalog, please click the link below and fill out the Student Application:

<https://ky.readyop.com/fs/4mvX/8bca>

If you are interested in learning more about our department, click the link below to visit our website:

<https://chfs.ky.gov/agencies/dph>

The background of the image is a light blue technical drawing or blueprint. It features various mechanical components, pipes, and electrical symbols. A dark blue rectangular box with rounded corners is centered on the page. This box has four silver-colored hexagonal bolt-like details at its corners. Inside this box, the text "Office of Health Equity" is written in a large, bold, white sans-serif font.

# Office of Health Equity

# PROJECT TITLE:

## Health Equity and Public Health

**HOST SITE SUPERVISOR:** Nikki Weiss

**DIVISION:** Office of Health Equity

**BRANCH:** Office of Health Equity

**SECTION:** n/a

**STUDENT LEVEL:** Associate or Bachelors

**NUMBER OF STUDENTS:** 1

**START DATE:** January 2023

**HOURS/ SCHEDULE:**

Part Time/ Flexible

**SETTING:**

In-person/ Hybrid

**END DATE:** June 2023

### PROJECT DESCRIPTION

The Health Equity Branch (HEB) seeks an intern to work on tasks related to harm reduction / syringe services programs (SSPs), community health worker (CHW) programs, data collection and analysis. At the end of the semester-long internship, the intern will be able to write and review a request for applications (RFA), write an application for a RFA, understand health equity vocabulary and definitions, understand basic definitions of public health concepts (e.g. epidemiology, harm reduction, etc.), make a basic map with Tableau and give a 10 minute presentation to the HEB detailing accomplishments.

### GOALS OF THIS PROJECT

- Know how to review applications for an RFA as well as write applications.
- Make a basic map with Tableau.
- Give a 10 min presentation at end of the semester detailing what they've learned.
- Understand health equity vocabulary and definitions and well as basic public health concepts.

### SKILLS

#### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

#### Recommended

- Community Based Experience
- Communications
- Literature Review/Search

Apply: <https://ky.readyop.com/fs/4mvX/8bca>



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# Division of Laboratory Service

# PROJECT TITLE:

Validating Assays/Methods on Liquid Chromatography  
Mass Spectrometry/Mass Spectrometry (LCMS/MS)

**HOST SITE SUPERVISOR:** Bebin Shrestha

## DIVISION:

Laboratory  
Services

## STUDENT LEVEL:

Bachelor or Masters

## HOURS/ SCHEDULE:

Flexible hours  
Full time

## BRANCH:

Preparedness and  
Environmental

## NUMBER OF

**STUDENTS:** 1

## SETTING:

Virtual or Hybrid

## SECTION:

Environmental  
Chemistry

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

Intern needed to help transition extraction and test methods from Gas Chromatography Mass Spec to LCMS/MS.

The typical lab schedule is Mon-Fri 8-4:30 with a 1 hour lunch but any combination of hours can be considered as long as the schedule is consistent week to week.

## GOALS OF THIS PROJECT

- To validate the USDA/FSIS T022 (TOX 2) method for detecting drug metabolites in meat products, pesticide testing of fruits and vegetables for the FDA and drugs of abuse in wastewater.

## SKILLS

### Required

- Microsoft Office
- Excel
- Study Design
- Sampling Methodology

### Recommended

- Sample Size
- Literature Review/ Search
- Data Aggregation
- Clean-up Standardization of Data
- Matching
- Descriptive Statistics
- Evaluation Methodology

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

# PROJECT TITLE:

## Newborn Screening Testing

**HOST SITE SUPERVISOR:** Daren Sevier

**DIVISION:** Laboratory Services

**STUDENT LEVEL:** Bachelors/  
Masters/  
Doctorate

**HOURS/ SCHEDULE:**  
Full/ Part Time/ Flexible

**BRANCH:** Quality Compliance and Safety

**NUMBER OF STUDENTS:** 1

**SETTING:**  
In-person

**SECTION:** n/a

**START DATE:** January 2023

**END DATE:** June 2023

### PROJECT DESCRIPTION

This internship will provide a full, hands-on testing role in the Newborn Screening Branch. The Molecular and Biomedical Engineering Section of the Molecular and Clinical Chemistry Branch, Division of Laboratory Services (DLS), performs tandem mass spectrometry analysis, real-time polymerase chain reaction analysis and DNA mutation analysis for the KY Newborn Screening Program. This position will learn to perform testing for inborn errors of metabolism, in which state-of-the-art technology is used to detect genetic disorders in newborns before they exhibit symptoms. The candidate will perform high complexity testing, including molecular testing by polymerase chain reaction (PCR), tandem mass spectrometry and DNA mutation analysis, as well as automated immunoassays, which are routine testing assays. Candidates will be exposed to stringent laboratory accreditation requirements of both the College of American Pathologists (CAP) and Clinical Laboratory Improvement Amendments (CLIA).

### GOALS OF THIS PROJECT

- Receiving, access quality, accessioning and punching newborn screen dried blood spot specimens.
- Preparing specimens and instrumentation for testing, running quality control and calibrations, performing routine daily, weekly and monthly maintenance. Troubleshooting and requesting service.
- Performing testing for endocrine, metabolic, Cystic Fibrosis mutation analysis, validation, comparison and linearity studies.
- Analyze data and learn basic skills such as safety, pipetting, reconstituting and good laboratory practices.

### SKILLS

#### Required

- Microsoft Office (Word, PowerPoint, Outlook)

#### Recommended

- Excel
- Statistical Software
- Communications
- Descriptive Statistics

Note\* DLS provides full laboratory training for an incumbent of this internship. No previous testing experience is required.

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

# PROJECT TITLE:

Implementation of the WASP System for the Management of the Division of Laboratory Services (DLS) Chemicals

**HOST SITE SUPERVISOR:** Robin Cotten

**DIVISION:** Laboratory Services

**BRANCH:** Quality Compliance and Safety

**SECTION:** Safety

**STUDENT LEVEL:** Associate, Bachelors or Masters

**NUMBER OF STUDENTS:** 2

**START DATE:** January 2023

**HOURS/ SCHEDULE:**

Full/ Part Time/ Flexible

**SETTING:** In-person/ Hybrid

**END DATE:** June 2023

## PROJECT DESCRIPTION

The purpose of this project is to catalog and compile all of the DLS chemicals and corresponding Safety Data Sheets into Excel and transition the inventory and management from a manual system to a web based comprehensive inventory management system; WASP.

## GOALS OF THIS PROJECT

- Implement the web based WASP inventory management system to efficiently and accurately track DLS chemicals.
- Maintain an accurate itemized inventory tracking system to effectively and efficiently manage the DLS chemicals.
- Reduce time consumption of manual entries for chemical inventories with the replacement of a time savings efficient web based system.
- Avoid chemical shortages and waste due to errors in manual tracking and monitoring of DLS chemicals.
- Streamline the DLS chemical inventory and assets by creating one consistent unified laboratory wide accessible chemical inventory and Safety Data Sheet management system for the DLS.

## SKILLS

### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

### Recommended

- Statistical Software
- Communications
- Data Aggregation
- Clean-up/Standardization of Data Bases
- Matching

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

# PROJECT TITLE:

## Lab Safety and Compliance

**HOST SITE SUPERVISOR:** Robin Cotten

**DIVISION:** Laboratory Services

**STUDENT LEVEL:** Bachelors

**HOURS/ SCHEDULE:**  
Full/ Part Time/ Flexible

**BRANCH:** Quality Compliance and Safety

**NUMBER OF STUDENTS:** 2

**SETTING:**  
In-person/ Hybrid

**SECTION:** n/a

**START DATE:** January 2023

**END DATE:** June 2023

### PROJECT DESCRIPTION

This internship will focus on laboratory compliance and safety, with exposure to laboratory testing processes. Interns will help inventory all of our lab's Chemical SDS into a master electronic documented control system, such as iPassport and/or WASP system. They will also be responsible for tracking and cataloging safety reports with a unique identifying number by years into a system such as iPassport. This could extend to non-conformance reporting, QA, equipment lists, etc.

Note: Individuals interested in high level laboratory safety would be ideal candidates. Those that are looking for positions in hospitals would greatly benefit from the exposure to the accreditation standards that DLS is required to meet.

### GOALS OF THIS PROJECT

- Streamline and organize inventory systems focusing on chemicals, supplies and reagents.
- Assist the division with increasing the efficiency of document control system, iPassport.
- Direct real-time assessment of laboratory procedures, safety and compliance efforts.
- Understand expectations of a College of American Pathologists accredited laboratory.

### SKILLS

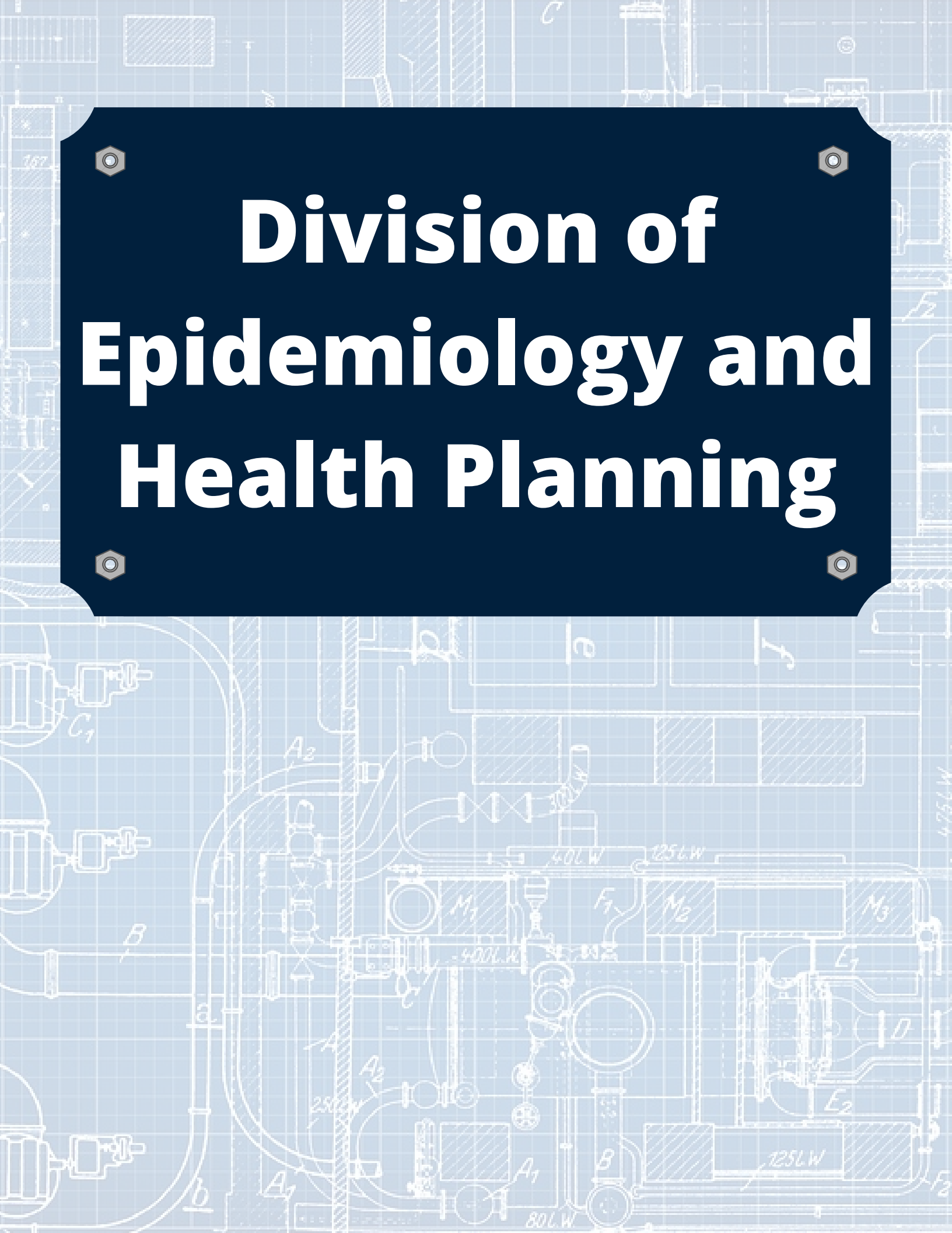
#### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

#### Recommended

- Statistical Software
- Study Design
- Data Aggregation

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

The background of the slide is a detailed technical drawing, likely a mechanical or electrical blueprint, rendered in a light blue color. It features various components, pipes, valves, and electrical symbols, with labels such as A1, A2, B, C, D, E1, E2, F1, F2, M1, M2, M3, and power ratings like 400L.W, 125L.W, and 80L.W. The drawing is complex and covers the entire background.

# **Division of Epidemiology and Health Planning**

## PROJECT TITLE:

RedCap Entry of BATA (Bat Data)

**HOST SITE SUPERVISOR:** Dr. Kelly Giesbrecht

**DIVISION:** Epidemiology and Health Planning

**BRANCH:** Division Office

**SECTION:** n/a

**STUDENT LEVEL:** Associate or Bachelors

**NUMBER OF STUDENTS:** 1

**START DATE:** January 2023

**HOURS/ SCHEDULE:**

Full/ Part Time/ Flexible

**SETTING:**

Hybrid- will need to come to office once/month

**END DATE:** June 2023

## PROJECT DESCRIPTION

For the last three years, the Kentucky Department for Public Health (KDPH) State Laboratory has identified over 600 bats that have tested positive for rabies. This is a collaborative project between KDPH, Division of Epidemiology, the Kentucky State Public Health Laboratory, Kentucky Department of Fish and Wildlife Services and the University of Kentucky Veterinary Diagnostic Laboratory. This project includes the transfer of data from its current placement in Excel to an online project management platform known as Redcap. This will better accommodate the growing collection of data. This project may also include the development of a rabies teaching package to share with schools.

## GOALS OF THIS PROJECT

- Set up a Redcap project for bat data, "BATA".
- Transfer the current data into the project and add the new monthly data.
- Develop a teaching packet on rabies for school distribution.

## SKILLS

### Required

- Excel

### Recommended

- Microsoft Office (Word, PowerPoint, Outlook)
- Epidemiologic Research Methodology

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

# PROJECT TITLE:

Environmental Public Health Tracking (EPHT)  
Visualization Projects

**HOST SITE SUPERVISOR:** Megan Hurst

**DIVISION:** Epidemiology  
and Health  
Planning

**STUDENT  
LEVEL:** Masters

**HOURS/ SCHEDULE:**  
Part Time/ Flexible

**BRANCH:**

**NUMBER OF  
STUDENTS:** 1-2

**SETTING:**  
Virtual

**SECTION:** Division Office

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

Students will utilize data from Kentucky Mesonet/Kentucky Climate Center, external partnerships and the Environmental Public Health Tracking data portal to develop public facing data visualizations.

## GOALS OF THIS PROJECT

- Engage with EPHT staff to learn visualization platforms.
- Receive technical assistance from EPHT staff on incorporating data to visualization platforms.
- Utilize environmental health data to develop data visualizations for public accessibility.
- Engage with KDPH leadership and other partners to share research findings and gather feedback.

## SKILLS

### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

### Recommended

- Epidemiological Research Methods
- Evaluation Methodologies
- Advanced Statistics
- Descriptive Statistics
- Matching
- Clean-up and Standardization of Databases
- Data Aggregation
- Literature Review/Search

Apply: <https://ky.readyop.com/fs/4mvX/8bca>



## PROJECT TITLE:

# Addressing Data Cleansing

**HOST SITE SUPERVISOR:** Kristin Smitha

**DIVISION:** Epidemiology  
and Health  
Planning

**STUDENT  
LEVEL:** Any

**HOURS/ SCHEDULE:**  
Part Time/ Flexible

**BRANCH:** Immunization

**NUMBER OF  
STUDENTS:** 3

**SETTING:**  
Virtual

**SECTION:**

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

This project will entail reviewing addresses that have been flagged to require manual review. The purpose is to ensure that address data in the Commonwealth's Immunization Registry is complete and accurate. This position would also assist with reporting and process improvement of the address cleansing project.

## GOALS OF THIS PROJECT

- Ensure complete and accurate address data in the immunization information system for the Commonwealth.
- Assist in any state and local reporting on immunization rates. Location accuracy of reports will assist entities with future targeting of outreach concerning improving immunization rates.
- Support any future reminder/recall efforts at state and local levels that aim to improve immunization rates.

## SKILLS

### Required

- Administrative
- Community Based Experience
- Communications

### Recommended

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel
- Statistical Software
- Administrative
- Clean-up/standardization of databases
- Matching
- Descriptive Statistics

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## PROJECT TITLE:

Kentucky Immunization Registry (KYIR) User Analysis

HOST SITE SUPERVISOR: Kristin Smitha

**DIVISION:** Epidemiology and Health Planning

**STUDENT LEVEL:** Any

**HOURS/ SCHEDULE:**

Part Time/ Flexible

**BRANCH:** Immunization

**NUMBER OF STUDENTS:** 1

**SETTING:**

Virtual

**SECTION:** Immunization Information System (IIS)/ Kentucky Immunization Registry

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

This project will include drafting communication to providers about up-to-date user accounts for their respective locations, inactivating user accounts when appropriate. Student will analyze and report to IIS management on user account data, including last login dates, report on user logins to the IIS over time and assist KYIR staff in user account creation.

## GOALS OF THIS PROJECT

- Assist the Kentucky Immunization Registry (KYIR) staff with analyzing user accounts to help further ensure system security.
- Analyze and report to IIS management on user account data including last login dates.
- Report on user logins to the IIS over time.
- Assist KYIR staff in user account creation.

## SKILLS

### Required

- Excel

### Recommended

- Microsoft Office (Word, PowerPoint, Outlook)
- Statistical Software
- Administrative
- Clean-up/standardization of databases
- Matching
- Descriptive Statistics

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# PROJECT TITLE:

## Immunization Descriptive & Qualitative Data Report

**HOST SITE SUPERVISOR:** Carolyn Parry

**DIVISION:** Epidemiology and Health Planning

**STUDENT LEVEL:** Bachelor or Master

**HOURS/ SCHEDULE:**  
Part Time/ Flexible

**BRANCH:** Immunization

**NUMBER OF STUDENTS:** 1-2

**SETTING:**  
Hybrid

**SECTION:**

**START DATE:** January 2023

**END DATE:** June 2023

### PROJECT DESCRIPTION

The Immunization Branch has multiple, multi-year grant projects funded by the CDC. This project will look at grant guidance, objectives and performance measure data to determine the best way to present the information and compile into summary reports. Student will assist with grant activities, reporting of performance measures and summarizing descriptive/quantitative data into reports.

### GOALS OF THIS PROJECT

- Compile descriptive and qualitative activity information and create up to four summary reports.
- Identify and determine how to address data gaps to improve collection of information.
- Create one or more Power Point presentations detailing the results from the summary report(s).
- Assist with grant activities, reporting of performance measures and summarizing descriptive/quantitative data into reports.

### SKILLS

#### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

#### Recommended

- Community-Based Experience
- Data Aggregation
- Clean-up/Standardization of Data Bases
- Evaluation Methodologies

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

## PROJECT TITLE:

Internal & Provider Onboarding Manuals for  
Kentucky Immunization Registry (KYIR)

**HOST SITE SUPERVISOR:** Stacy Anderson

**DIVISION:** Epidemiology  
and Health  
Planning

**STUDENT  
LEVEL:** Associate,  
Bachelor or  
Master

**HOURS/ SCHEDULE:**

Part Time/ Flexible

**BRANCH:** Immunization

**NUMBER OF  
STUDENTS:** 1

**SETTING:**

Virtual

**SECTION:** Immunization  
Information System (IIS)/  
Kentucky Immunization  
Registry

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

The purpose of this project is to develop a streamlined training process of the immunization registry for internal staff, as well as contributing toward a successful onboarding process for providers that promotes best practices.

## GOALS OF THIS PROJECT

- Create two separate KYIR user manuals; one for internal new hires and another for onboarding providers.

## SKILLS

### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel
- Communications

### Recommended

- Community-Based Experience
- Literature Review
- Data Aggregation
- Clean-up/Standardization of Data Bases
- Matching

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

The background of the entire slide is a detailed technical drawing in a light blue color. It features various mechanical components, pipes, valves, and electrical symbols. Labels such as 'A1', 'A2', 'B', 'C1', 'D', 'E1', 'E2', 'F1', 'F2', 'M1', 'M2', 'M3', and 'N1' are scattered throughout the drawing. There are also numerical values like '125LW', '80LW', '250LW', '40LW', and '125LW' associated with different parts of the system. The drawing is a complex schematic, likely representing a water treatment or industrial process system.

# **Division of Public Health Protection and Safety**

# PROJECT TITLE:

Medical Countermeasures Plan

**HOST SITE SUPERVISOR:** Tiffany Hubbard

## DIVISION:

Public Health  
Protection and Safety

## STUDENT LEVEL:

Associate, Bachelor or  
Masters

## HOURS/ SCHEDULE:

Flexible hours  
Part Time

## BRANCH:

Mitigation Unit

## NUMBER OF

**STUDENTS:** 1

## SETTING:

Virtual

## SECTION:

NA

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

In coordination with the Emergency Preparedness and Response Branch, the Mitigation Unit is leading a significant revision to Kentucky's Medical Countermeasures (MCM) Plan. This plan identifies the roles and responsibilities of state agencies and collaborating organizations for providing state-level assistance to local jurisdictions and complements their existing distribution and dispensing capabilities during the preparedness, response and recovery phases for an incident or event requiring medical countermeasures. Work this fall will focus on the annexes and tools that will be used to support this plan. Annexes remaining to edit: mobile pharmacy, points of dispensing, cold chain management, antiviral distribution and/or rad/nuclear events.

## GOALS OF THIS PROJECT

- Revise Kentucky's Medical Countermeasure Plan.
- The revision will include lessons learned from COVID and other responses over the past years. It will enable state agencies and their partners to effectively deliver critical MCM materials to the site of an emergency, reducing potential loss of life and improving community recovery. The goals are to enhance current processes to gather better data that will be utilized for future responses.

## SKILLS

### Required

- Microsoft Office
- Excel

### Recommended

- Statistical Software
- Geographic Information System
- Administrative
- Community-Based Experience
- Communications
- Literature Review/Search

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

## PROJECT TITLE:

# Milk Safety Branch Program Enhancement Project

**HOST SITE SUPERVISOR:** Brian McAnelly

**DIVISION:** Public Health Protection and Safety

**STUDENT LEVEL:** Undergraduate/ Master

**HOURS/ SCHEDULE:**  
Full time/ part time

**BRANCH:** Milk Safety

**NUMBER OF STUDENTS:** Open

**SETTING:** Virtual/ In-person

**SECTION:** NA

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

The student assisting with this project will help the Milk Safety Branch be in compliance with FDA and the Pasteurized Milk Ordinance. The student will have the opportunity to visit farms in Kentucky and assist in developing a test protocol for inspectors to test robotic milking systems. Students will get hands-on, real-world experience both in the office and in the field.

## GOALS OF THIS PROJECT

- Help with the development of a robotic milking system test protocol for inspectors to use to test systems on farms in Kentucky.
- Assemble a Policy and Procedure Manual for inspectors and other dairy partners to use in the field.
- Set up training locations, times and criteria for new inspectors to learn more about farm inspection and regulations.

## SKILLS

### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

### Recommended

- Excel
- Legislative and Policy Related Experience
- Administrative
- Communications
- Literature Review/Search
- Descriptive Statistics
- Evaluation Methodologies

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

# PROJECT TITLE:

Environmental Health Workforce Development

HOST SITE SUPERVISOR: Daniel Bell

**DIVISION:** Public Health Protection and Safety

**STUDENT LEVEL:** Bachelor or Master

**HOURS/ SCHEDULE:**  
Part Time/ Flexible

**BRANCH:** Division Office

**NUMBER OF STUDENTS:** 1

**SETTING:**  
In-person/ Hybrid

**SECTION:** NA

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

The Division of Public Health Protection and Safety (PHPS), Division Office, is seeking an intern to assist with efforts to improve the PHPS Environmental Health workforce activities and operations.

## GOALS OF THIS PROJECT

- Assist efforts under way to change the position descriptions for Public Health Protection and Safety (PHPS).
- Assist efforts to implement a Registered Sanitarian apprenticeship program.
- Coordinates, evaluates, develops and implements activities pertaining to workforce development for PHPS.
- Assists in coordinating environmental leadership meetings with PHPS and Local Health Departments.
- Evaluates and compiles data reports to assess program effectiveness.
- Participates in material development and strategic execution as needed. Provides assistance and consults with local, state and federal officials through complex problems and public health concerns in areas of environmental health operations, disaster response, training and reports.

## SKILLS

### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel
- Communications

### Recommended

- Geographic Information System (GIS)
- Community Based Experience

Apply: <https://ky.readyop.com/fs/4mvX/8bca>



# PROJECT TITLE:

## Workforce Development Data Assessment/ Analysis

**HOST SITE SUPERVISOR** Lindsey Brewer

**DIVISION:** Public Health  
Protection and  
Safety

**STUDENT  
LEVEL:** Undergraduate/  
Masters

**HOURS/ SCHEDULE:**  
Full time/ part  
time/ flexible

**BRANCH:** NA

**NUMBER OF  
STUDENTS:** 1

**SETTING:**  
Virtual/ In-person/

**SECTION:** Division Office

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

The student selected for this placement will work directly with workforce development staff to complete essential tasks related to the Workforce Development Cooperative Agreement. This student will gain skills in project management, data analysis, material development and leadership, as well as gain a comprehensive understanding of the roles and responsibilities of the Kentucky Department for Public Health.

## GOALS OF THIS PROJECT

- Gather and analyze data related to current public health educational offerings in universities throughout Kentucky. (Environmental Scan)
- Develop educational/informational materials in collaboration with the workforce development team.
- Participate in relevant meetings.

## SKILLS

### Required

- Email Capabilities

### Recommended

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel
- Legislative and Policy Related Experience
- Administrative

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

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# Division of Prevention and Quality Improvement

# PROJECT TITLE:

Communications Specialist for Kentucky  
Prescription Assistance Program

**HOST SITE SUPERVISOR:** Jennifer Toribio

**DIVISION:** Prevention and  
Quality  
Improvement

**STUDENT  
LEVEL:** Bachelors

**HOURS/ SCHEDULE:**  
Full/ Part Time/ Flexible

**BRANCH:** Health Care  
Access Branch

**NUMBER OF  
STUDENTS:** 1

**SETTING:**  
In-person/ Hybrid

**SECTION:** Kentucky  
Prescription  
Assistance Program

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

The Kentucky Prescription Assistance Program (KPAP) is in need of help to spread the word about KPAP services across Kentucky. This internship would involve using software like Canva and Tableau to help us create social media posts and data presentations that will enhance the public's awareness and understanding of KPAP. Intern would have the flexibility to work from home and create their own schedule.

## GOALS OF THIS PROJECT

- Spread awareness of the KPAP program to the citizens of the Commonwealth.
- Utilize Canva and Tableau to create social media posts and data presentations.

## SKILLS

### Required

- Microsoft Office (Word, PowerPoint, Outlook)

### Recommended

- Excel
- Statistical Software
- Communications

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

# PROJECT TITLE:

Surveying Community-Level Tobacco Control Education

HOST SITE SUPERVISOR: Ellen Cartmell

**DIVISION:** Prevention and Quality Improvement

**STUDENT LEVEL:** Bachelors, Masters, Doctorate

**HOURS/ SCHEDULE:**

Full/ Part Time/ Flexible

**BRANCH:** Chronic Disease Prevention

**NUMBER OF STUDENTS:** 1

**SETTING:** Virtual/ Hybrid

**SECTION:** Health Promotions

**START DATE:** January 2023

**END DATE:** June 2023

## PROJECT DESCRIPTION

Intern will work with the Tobacco Prevention & Cessation Program to help map services provided by local health departments (LHDs). LHDs may offer a variety of services, from implementing prevention curricula in schools, to partnering with local hospitals to offer group classes for quitting smoking, to prescribing quit-smoking medications that can double a person's chances of quitting tobacco successfully. Intern will work with the program's cessation administrator to determine what services are being offered and how often, as well as how many people are being reached. This will consist of designing, disseminating, soliciting and analyzing feedback on a survey to LHDs via phone calls and emails. The intern will also solicit success stories from the local level as appropriate and may collaborate with the team epidemiologist to analyze relevant data.

## GOALS OF THIS PROJECT

- Achieve a more comprehensive understanding of local health departments' tobacco prevention and cessation work.
- Determine a clear understanding of local resources to aid the Kentucky Department for Public Health in understanding who is being reached by tobacco prevention and cessation services and what additional information may be needed.
- Development of a survey and a final report that would detail findings and recommendations.

## SKILLS

### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel
- Communications

### Recommended

- Legislative and Policy Experience
- Community-Based Experience
- Study Design
- Literature Review and Research
- Data Aggregation
- Clean-up and Standardization of Databases
- Descriptive Statistics
- Evaluation Methodologies

Apply: <https://ky.readyop.com/fs/4mvX/8bca>



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# Filled Positions

# PROJECT TITLE:

Develop Family Planning Education  
Material Guide

HOST SITE SUPERVISOR: Shelley Wood

**DIVISION:** Women's Health

**BRANCH:** Immunization

**SECTION:** Family Planning

**STUDENT  
LEVEL:** Any

**NUMBER OF  
STUDENTS:** 1

**START DATE:** 09/01/2022

**HOURS/ SCHEDULE:**

Part Time/ Flexible

**SETTING:**

In-person/ Hybrid

**END DATE:** 12/31/2022

## PROJECT DESCRIPTION

Intern needed to assist with the development of a booklet that will be used as a family planning guide to inform clients/patients on recommended methods of contraception. Booklet will obtain information on reproductive health and additional information for Title X expectations. Intern will learn to work independently on a project, and in the end will learn how to lead a project. This project will be used by Title X agencies across the Commonwealth.

## GOALS OF THIS PROJECT

- Create a family planning guide.
- Develop project management/leadership skills.
- Other tasks and duties as assigned.

## SKILLS

### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel
- Administrative
- Community Based Experience
- Communications

### Recommended

- Legislative and Policy Related Experience
- Nursing/Medical
- Matching

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

## PROJECT TITLE:

# Rapid Response Team Development

**HOST SITE SUPERVISOR:** Brooke Spillman

**DIVISION:** Public Health Protection and Safety

**STUDENT LEVEL:** Ideally for MPH student

**HOURS/ SCHEDULE:**

Part Time/ Flexible

**BRANCH:** Food Safety

**NUMBER OF STUDENTS:** 1

**SETTING:** In-person/ Hybrid

**SECTION:** n/a

**START DATE:** 8/15/2022

**END DATE:** 8/15/2023

## PROJECT DESCRIPTION

Student will have the opportunity to assist with the following:

1. Monitor food complaint system. Note patterns or commonalities that may indicate potential outbreak situations.
2. Participate in RRT calls, trainings and meetings. Assist with meeting minutes during calls and meetings. Collaborate and network with each agency involved in the RRT. Learn the roles for each agency with the RRT. Assist in developing and editing Standard Operating Procedures (SOPs) for the RRT.
3. Work within the EHC grant to enter data collected during environmental assessments. Analyze data from environmental assessments.
4. Other EHC activities as assigned.

## GOALS OF THIS PROJECT

The goal of this project is to fully transition the Rapid Response Team (RRT) from the development phase to the maintenance phase, and continue maintenance of the program. This will help the branch meet grant requirements and goals, while also leading to other possible grant funding. The student will benefit by developing professional skills such as inter and intra-agency communications, project development and analysis, and grant development and maintenance.

## SKILLS

### Required

- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

### Recommended

- Communications
- Data Aggregation
- Clean-up/Standardization of Data Bases
- Matching

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

## PROJECT TITLE:

# Health Policy Review and Analysis

**HOST SITE SUPERVISOR:** Julie Brooks

**DIVISION:** Commissioner's Office

**STUDENT LEVEL:** Undergraduate/  
Master

**HOURS/ SCHEDULE:**  
Full/Part Time

**BRANCH:** n/a

**NUMBER OF STUDENTS:** 1

**SETTING:**  
Virtual/In-Person

**SECTION:** n/a

**START DATE:** 05/02/2022

**END DATE:** 08/31/2022

## PROJECT DESCRIPTION

With this opportunity students will have the opportunity to make real, lasting impacts on policies and regulations in Kentucky. Monthly cabinet-wide meetings for all other individuals in the department of a similar position, so student will get the broader perspective of policy regulations throughout the cabinet. The student will have the opportunity to work with a various programs within the Kentucky Department for Public Health (KDPH). For example, the student may assist on tattoo policy regulations in the same week that the student addresses a policy related to maternal and child health. Additionally, the student will assist with policy and impact analysis from surrounding states. Legislative meetings use Zoom, but there is always an option to attend in person.

## GOALS OF THIS PROJECT

- Assist the Department's Policy Specialist with review, analysis and filing of public health regulations.
- Assist the Policy Specialist with convening meetings between internal staff and external stakeholders to discuss potential changes and impacts of regulations, legislation and other policy impacts.
- Attend meetings within the department and cabinet as needed.
- Assist with policy and impact analysis from surrounding states.

## SKILLS

### Required

- Microsoft Office (Word, PowerPoint, Outlook)

### Recommended

- Excel
- Legislative and Policy Related Experience
- Administrative
- Communications
- Literature Review/Search
- Descriptive Statistics
- Evaluation Methodologies

Apply: <https://ky.readyop.com/fs/4mvX/8bca>



# PROJECT TITLE:

## Syndromic Surveillance and Reportable Disease Dashboard

**HOST SITE SUPERVISOR:** John Prather

### DIVISION:

Epidemiology &  
Health Planning

### STUDENT LEVEL:

Bachelor or Masters

### HOURS/ SCHEDULE:

Flexible hours  
Full or Part time

### BRANCH:

Infectious Disease

### NUMBER OF

**STUDENTS:** 1 - 2

### SETTING:

Virtual or Hybrid

### SECTION:

Syndromic Surveillance

**START DATE:** 05/01/2022

**END DATE:** 08/31/2022

## PROJECT DESCRIPTION

The student would be placed in the syndromic surveillance section to learn how to use the ESSENCE system to monitor incoming records and other information streams to detect trends in what people are seeking care for across the state. The syndromic surveillance system has been used extensively during the COVID-19 pandemic to determine the symptomology and incidence of certain symptoms that have correlated with community burdens of illness. This technology and approach will now be applied to other reportable diseases to allow for tracking and visualization of data. Note\* The student will need to supply their own computer and internet connection.

## GOALS OF THIS PROJECT

- Learn the ESSENCE system for the design tracking dashboards.
- Design dashboards for diseases that are under mandatory reporting conditions.
- Assist local health department epidemiologists in tracking efforts.
- Examine the environmental, social, and other factors that might be drivers behind the trends for one or more of the diseases investigated for the scholarly report.

## SKILLS

### Required

- Microsoft Office

### Recommended

- Excel
- Statistical Software
- Study Design
- Sample Size
- Epidemiologic
- Literature Review/ Search
- Clean-up Standardization of Data
- Database Matching
- Descriptive Statistics
- Advanced Statistics
- Evaluation Methodology

Apply: <https://ky.readyop.com/fs/4mvX/8bca>

## PROJECT TITLE:

Rebuilding the Access and Functional Needs (AFN) Program

**HOST SITE SUPERVISOR:** Teddy Slone

**DIVISION:** Public Health Protection and Safety

**STUDENT LEVEL:** Bachelors/ Masters

**HOURS/ SCHEDULE:**  
Full/ Part Time/ Flexible

**BRANCH:** Emergency Preparedness and Response

**NUMBER OF STUDENTS:** 1

**SETTING:**  
In-person

**SECTION:** n/a

**START DATE:** 08/15/2022

**END DATE:** 12/31/2022

### PROJECT DESCRIPTION

During a disaster, it has been observed that certain at-risk individuals, specifically those with access and functional needs, have required additional response assistance before, during, and after an incident. These additional considerations for at-risk individuals with access and functional needs are vital for inclusive planning for the whole community. Planning before an incident ensures that response and recovery operations are inclusive of the entire community and that these populations do not suffer a disproportionate impact. The term "access and functional needs" refers to individuals with and without disabilities, who may need additional assistance because of any condition (temporary or permanent) that may limit their ability to act in an emergency. These may include but are not limited to individuals with disabilities, individuals with limited English proficiency, individuals with limited access to transportation, and individuals with limited access to financial resources. The Access and Functional Needs (AFN) Program at the Kentucky Department for Public Health focuses heavily on communications, partnership building, and emergency planning.

### GOALS OF THIS PROJECT

- Utilizing the Kentucky Outreach and Information Network (KOIN) to develop targeted messaging, quarterly newsletters and updating contact information.
- Attend meetings and assist with meeting minutes, agendas, sign-in sheets and presentations.
- Re-establish the AFN network and re-engage partners.
- Identify Kentucky's point of contacts for the state-wide AFN Resource Library.
- Assist with data collection and analysis utilizing the Ports data entry system.
- Assist with the Homelessness Support Grant
- Other duties as assigned.

### SKILLS

#### Required

- Microsoft Office (Word, PowerPoint, Outlook)

#### Recommended

- Administrative
- Community Based Experience
- Communications

Apply: <https://ky.readyop.com/fs/4mvX/8bca>