**Heath Science Sample Internship Descriptions**

**Source: Boston PIC (Summer Jobs)**

# HEMATOLOGY ADMINISTRATION

*Hematology Intern*

The student will report to the Research Nurse and Administrative Coordinator

Responsibilities:

* Input on data design
* Data entry using Access, Excel and HandDbase
* Responsible for producing 10-15 laminated ID cards per day for patients with hemophilia and sickle cell disease using Adobe Acrobat and a laminator
* Research bleeding disorder websites to compile informational “links” that we can display on the website

# REHABILITATION SERVICES

*Rehabilitation Services Aide*

Responsibilities:

* Assist patients with navigating hospital
* Clean, set up/break down equipment
* Greet and escort patients
* Assist in inventory control
* Assist therapists with some activities
* Assist with office duties, including answering phones, filing, photocopying, and tidying up waiting area
* Observe P.T. care when other tasks are complete.

# PATHOLOGY – Amory 3- 117

*Pathology Intern*

Responsibilities:

* Data entry and inventory of pathology paraffin blocks
* Collate patient materials which have been loaned to hospital for second opinion with reports, and return loan materials to referring institutions
* Fill paraffin blocks which have been cut for diagnosis

**Skills**: data entry computer skills and detailed oriented

**Source**: [MedStar St. Mary’s Hospital](http://www.medstarstmarys.org/careers/student-internships/#q={})

**Two Paid Internship Options:**

***Student Intern:***

The Student Intern performs copying, filing, receptionist and other duties to support work production in various departments as assigned. The intern assists staff by performing non-patient care related functions. Student interns must be at least 16 years of age or older, and must be a current high school or college student.

***CNA Student Intern:***

The CNA Student intern will be assigned to and will assist a Nursing Technician with tasks which may involve a group of patients. The purpose of the internship is to allow students in a high school level Health Professionals program to practice basic Nursing techniques under the supervision and direction of a licensed professional. *CNA Student Interns must be at least 16 years of age, have completed at least the tenth grade of High School, and must be currently enrolled in the Academy of Health Professions program at the James A. Forrest Career and Technology Center or equivalent program*.