



THE UNIVERSITY OF ARIZONA

Mel & Enid Zuckerman College of Public Health

Organization Name

Arizona Center for Rural Health (AzCRH), University of Arizona College of Public Health

Level of Expertise Needed

Undergraduate or graduate public health student

Internship Project Title

*Arizona Center for Rural Health Medicare Rural Hospital Flexibility Program (Flex)
Internship Project*

Project Description

The AzCRH Flex Intern will help the Center provide technical assistance to Critical Access Hospitals (CAHs) in various core areas, such as quality improvement and operational & financial improvement. Activities could include synthesizing data from community health needs assessment for each of the CAHs, assisting with the Medicare Beneficiary Quality Improvement Project (MBQIP), compiling resources pertaining to healthcare delivery and issues occurring in rural areas, participating in community events and meetings with AzCRH staff, submitting travel reimbursement paperwork online, preparing annual conference materials, assisting with AzCRH programs (AzSORH, AzSHIP, AzCRH Navigator Consortium, SHARE, Western Region Public Health Training Center, etc.), and other duties as assigned. Excellent written and verbal skills are mandatory. Other involved departments may include College of Medicine and any of the University of Arizona Health Sciences.

Student Characteristics

Student must be organized and diligently check their email (responses are expected within 24-48 hours). Preferred experience and skills include:

- Ability to communicate effectively and in a friendly and personable manner with students, faculty, staff and general public and handle one's self in a professional manner at all times.*
- Must be reliable and dependable (i.e., report to work and/or events as scheduled).*
- Demonstrates excellent verbal and written communication skills.*
- Proficient in basic computer skills in Microsoft Office software (i.e., word processing, spreadsheets, presentations, web sites, and creating/updating databases)*

- *Knowledge of office telephone etiquette and courteous communications with public.*
- *Knowledge of the operation of a variety of office machines including personal computers, telephones, and copiers.*
- *Must like working with public, be dependable, prompt, and willing to work flexible hours.*
- *Ability to manage confidential information with complete discretion.*

Background of Organization

The Arizona Center for Rural Health serves Arizona through its core mission to improve the health and wellness of Arizona's rural and underserved populations. It houses programs including the State Office of Rural Health ([AzSORH](#)), the Rural Hospital Flexibility Program ([AzFlex](#)), the Small Rural Hospital Improvement Program ([AzSHIP](#)), Western Region Public Health Training Center ([WRPHTC](#)), [AzCRH Navigator Consortium](#) and Students Helping Arizona Register Everyone ([SHARE](#)). The Arizona Center for Rural Health was established in 1981. AzCRH works with and provides technical assistance to rural health clinics, critical access hospitals, rural non-profits and other statewide and national partners to bring resources to rural populations. The AzFlex Intern will help the Center provide support for health system development and community engagement for the CAHs to ensure the delivery of quality healthcare in rural areas.

Where

Office Hours: MEZCOPH (2nd floor in AzCRH), cubicle 10-15 hours/week

Events/Meetings: located statewide, sometimes in Pima County, sometimes in other neighboring rural counties. Travel to be discussed with AzCRH Associate Director and Flex Program Manager for each event.

When

Summer 2017, Fall 2017, Spring 2018, Summer 2018, Fall 2018

Project deadlines are to be discussed upon internship start.

Supervision

Direct: Jill Bullock

Arizona Center for Rural Health Associate Director

University of Arizona Bachelor of Fine Arts (1983)

Expertise: Network Development, Building and Sustaining Partnerships, Promoting Quality Reporting and Improvement, Addressing Community Health Needs, Healthcare Access and coverage, marketing and promotion of workshops and webinars, grant management/tracking and managing the Arizona Rural Hospital Flexibility Program.

Indirect: Alyssa Padilla, MPH

Arizona Center for Rural Health Special Projects Coordinator

Mel & Enid Zuckerman College of Public Health (Practice, August 2013)
University of Arizona, Eller College of Management (Marketing, May 2009)
Expertise: Reproductive Health, Health Insurance Coverage (Medicaid, KidsCare, the Marketplace, Affordable Care Act), Prescription Drug Misuse & Abuse, Behavioral Health, Policy, Marketing, Online Social Media, Program/Event Planning, Operations

Intern Title

AzFlex Intern

Compensation/Benefits

Unpaid Internship

Travel is to be discussed with supervisor; potential to attend the Arizona Rural Health Conference (Summer) or Arizona Rural Policy Summit (Spring).

Application Contact Information

Email Alyssa Padilla, MPH at alydilla@email.arizona.edu

- 1) *Résumé*
- 2) *One paragraph (200 words max) stating interest and two extraordinary reasons the Center should consider you for the AzFlex Internship.*