

The University of Arizona
Mel and Enid Zuckerman College of Public Health
Clinica Amistad Internship Advertisement

Organization Name

Clinica Amistad

Level of Expertise Needed

Junior or Senior Public Health Major

Internship Project Title

Epidemiology Assistant Public Health Intern

Project Description

1. Oversight/quality assurance of various medical administrative processes such maintaining patient records, chart organization, training volunteers and patient confidentiality.
2. Epidemiology data entry and assist Data Manager with demographic and patient care information used for donors and grants.
3. Data entry of volunteer hours collected and maintenance.
4. Participating in fundraising event: logistics of locale, assisting BOD in mailings and donor awareness.
5. Assisting Data Manager and staff with dissemination of information to appropriate staff for grants, fundraising and reports.

Time utilized (20hrs/week)

50% in clinic Medical Records room

50% data collection, data entry and data cleaning tasks

Other:

This intern position requires maturity, flexibility, and the ability to work independently with initiative. The intern must be comfortable interacting with physicians, healthcare professionals, peer volunteers, our clinic manager and patients. This dynamic position requires the intern to be observant, utilize problem solving and information gathering skills in a non-profit medical clinic. This is a position in which real world medical operations are learned hands-on and complements public health and pre-medical training.

Student Characteristics

Clinica Amistad is looking for an intern that is independent, organized, attention to detail, excellent communication skills, creative, and has a passion for serving underserved populations.

Background of Organization

Amistad y Salud is a 501(c)3 non-profit organization that provides free primary and integrative healthcare for the medically underserved/uninsured population of Tucson, Arizona. Amistad y Salud and Clinica Amistad are used interchangeably.

Where

Amistad y Salud (Clinica Amistad) 101 W Irvington Rd Bldg #3, Tucson, AZ 85714

When

Most work will be during clinic hours Wednesday or Thursday evenings and other project deadlines will be given during the internship. Deadlines are discussed between the clinic manager and the intern in order to fulfill the needs for the clinic and its' patients.

Supervision

Name: Brittani Miller, MPH

Agency: Amistad y Salud (Clinica Amistad)

Cell: 520-780-2246

Work Fax: 520-300-8468

Address: 101 W Irvington Rd. Building #3, Tucson, AZ 85714

Email: bam13@email.arizona.edu

Intern(s) Title

Epidemiology Assistant Public Health Intern

Compensation/Benefits

Intern will receive credit, and experience in working with underserved populations as well as learning the operational needs for a free clinic with limited resources.

Application Contact Information

Please contact Brittani Miller at bam13@email.arizona.edu. Please send a cover letter and a resume by email.