

Prospective Internship Site Profile  
Department of Health Education & Behavior

Location: Hollywood FL Date: 11/4/2021  
City State

Agency: Minars Dermatology

Contact: Laura Hillis

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What semesters is your agency available to accept interns?

Fall (August – December)  Spring (January – April)  Summer (May – August)

Normal work hours (Please indicate any evening or weekend time commitments):

*Three different shifts available*

*Opening Shift: 7:30am - 4:00pm*

*Mid Shift: 9:00am - 5:30pm*

*Closing Shift: 10:30/11am - 7:00pm*

*All staff are required to work one Saturday per month. Saturday hours vary. Typical shift is 8:00am - 1:00pm*

Is office space available to interns?  Yes  No \_\_\_\_\_  
Comments

Is a computer available to interns?  Yes  No \_\_\_\_\_  
Comments

Does your agency offer paid or non-paid internships?  Non-paid  Paid (amount): \$15.00/hr

List other benefits your agency offers interns (i.e. housing, health insurance, travel reimbursement, etc.)

- *Health Insurance offered after 60 days of employment for full time staff only.*
- *Bonuses*
- *Reimbursement for uniforms after 90 days*
- *Opportunity to obtain Dermatology Technician certification, paid for by our office*

List required purchases for interning with your agency (i.e. parking pass, uniform, etc.)

*Staff are required to purchase uniforms. If staff are still employed after 90 days, the cost of 2 pairs of uniforms (2 pants, 2 shirts) will be reimbursed to the staff upon submission of receipt for their purchase.*

List the required skills or previous experience necessary for interning with your agency.

*None*

Special Requirements (i.e. special application, proof of health insurance, immunization, etc.)

*Please note: All interns are required to purchase professional liability coverage for \$1,000,000.*

*None*

Provide a comprehensive list of health education internship duties, which will be assigned to your HEB senior intern. Please indicate with NCHEC Responsibility/Responsibilities align with each duty.

***Ex: Plan and implement health promotion programs. (Responsibilities I, II, and III)***

- Greet and assist customers (Responsibilities VIII)***
- Assist with planning new health education program (Responsibilities III)***
- Help doctors and nurses with patients (Responsibilities II)***
- Assess patient quality care data (Responsibilities VII/VIII)***
- Conduct surveys based on customer service (Responsibilities I)***
- Read reviews online and help address them (Responsibilities I/VI)***
- Collaborate with team about ideas for improvement (Responsibilities IV)***
- Assist with procedures (Responsibilities V)***
- Complete goal objectives for each month (Responsibilities VII)***
- Assist with cleaning of rooms and equipment (Responsibilities VIII)***
- Help with upkeeping COVID measures***
- Help the front desk with paperwork and phone calls***
- Create paper and digital media to promote prevention***

List any important information about your agency.

***Our office does all on-site training. We also offer resources (we pay for the online courses) to obtain Certification for Dermatology Technician.***

Would you like to be added to the Department's list of approved sites for future interns?  Yes  No

**FOR OFFICE USE ONLY:**

Approval of Department Internship Coordinator: \_\_\_\_\_  
Date

Contract on File: \_\_\_\_\_