



Q1.
APPLIED PHYSIOLOGY AND KINESIOLOGY (APK)
INTERNSHIP SITE APPROVAL FORM

Q2.
The **Department of Applied Physiology and Kinesiology (APK)** at the University of Florida would like to thank you in advance for taking the time to complete the approval process and your willingness to provide valuable internship opportunities to our students. The Department of APK requires that all **undergraduates** complete a 12-credit internship experience in their final semester of study. The experience requires a minimum of 520 clock hours or 35-40 hours a week for 15 weeks, for the Fall and Spring semesters, or 40-45 hours a week for 13 weeks during the Summer semester. **Graduate** students in the Human Performance concentration may elect to complete between 3 - 9 credits of internship to count towards their degree. Each registered credit of graduate internship requires a minimum of 48 clock hours be completed and a graduate student must register for at least 3 credits in any semester they intend to complete an internship. Therefore, a graduate student will be required to complete between 144 - 432 hours during their internship. Ideally, interns become exposed to the tasks that will be required of them as professionals in the field, as well as receive opportunities to develop their skills and areas of interest. A brief description of our undergraduate and graduate programs is below:

APK Undergraduate Program: Prepares students to function as an exercise technician, exercise specialist, and/or wellness instructor in hospital, corporate, private, or governmental agency, to pursue graduate study in kinesiology, OR to pursue graduate study in a health profession requiring education beyond an undergraduate degree. The curriculum provides a strong basic science background and requires additional course work in the biological aspects of exercise. Students may pursue internship opportunities in healthcare, research, fitness, or other areas of human performance.

Human Performance (Graduate): The Human Performance concentration is a non-thesis program leading to a Master of Science degree in Applied Physiology and Kinesiology. Its purpose is to train students for careers where they can promote scientifically based exercise, wellness, and psychological factors to enhance health, athletic development and/or movement performance. Furthermore, students may be trained to be an integral part of the health care team that administers, assesses, and develops programs for clinical populations.

Please review the [APK Internship Policies and Procedures](#) Document to gain a better understanding of the expectations of students and site supervisors during the experience. Note that clicking the link to the Policies

and Procedures manual will take you away from this survey and cause any information input into the survey to be lost.

Q5. Organization Name

Physicians' Primary Care of SWFL, P.L.

Q6. Organization Location(s) - Include Addresses Of All Locations To Be Included As Part Of This Approval

8099 College Parkway, Fort Myers, FL 33907

Q10. URL of Website For Organization

ppcswfl.com

Q7. Name of Individual Who Will Receive Applications From Students

Melissa Tenzel

Q8. Email Address of Individual Who Will Receive Applications From Students

mtenzel@ppcswfl.com

Q9. Phone Number of Individual Who Will Receive Applications From Students

239-477-5002

Q34.

Will the person receiving internship applications from students be the same person supervising the student and completing the student evaluations during the internship?

Yes

No

Q11. Name of Individual Who Will Supervise Students Directly During Internship and Complete Student Evaluations

Ami Spires, Adult Medicine Division Clinical Coordinator

Q12. Email Address of Individual Who Will Supervise Students Directly During Internship and Complete Student Evaluations

aspires@ppcswfl.com

Q13. Phone number of Individual Who Will Supervise Students Directly During Internship and Complete Student Evaluations

239-477-5186

Q14. What Semester(s) Is Your Organization Available To Accept Interns? (select all that apply)

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

Q15. APK Internship Policy requires that a site supervisor hold one degree higher than the student intern. This means that site supervisors of undergraduate interns must hold at least a bachelor's degree and those of graduate interns must hold at least a master's degree. Based on this policy, for which category of students is your organization willing to accept applications? Check all that apply

- Undergraduate Students Graduate Students

Q16. How many interns is your organization willing and able to support per semester?

1

Q35. APK Undergraduate students are permitted to complete a single 12-credit (520 hour minimum) internship in a single semester or two, 6-credit (260 hour minimum) internships over two semesters. Are you willing and able to provide a part-time internship experience (~20 hours per week), full-time (~40 hours per week), or either to our undergraduate students depending on the student's internship plans?

- Part-Time Internship (~20 hours per week)
- Full-Time Internship (~40 hours per week)
- Either Part-Time or Full-Time depending on the student's internship plan

Q17. Describe the normal working hours anticipated for an intern at your organization. Please indicate likelihood and circumstances surrounding any evening or weekend time commitments.

Monday-Friday 8:00 AM - 5:00 PM, some weekend clinics may apply.

Q18. Does your organization offer non-paid or paid internships?

Non-paid

Paid (amount)

Q21. List other benefits your organization offers interns (i.e. housing, health insurance, travel reimbursement, etc.)

N/A

Q22. List required purchases for interning with your organization (i.e. parking pass, uniform, I.D. Badge, etc.)

None

Q23. List required skills or previous experience necessary for interning with your organization

Must be in an accredited program to complete their degree in health sciences or to obtain a license or certification in the healthcare field.

Q24. List any special credentials or documents required to intern with your organization (i.e. CPR/First Aid, Liability Insurance, Personal Training Certification, OSHA training, HIPPA training, Pre-Internship orientation, background check)

HIPAA and OSHA training provided by employer. Highly encourage CPR certification. School should complete a background check to ensure no criminal record or listed as a sexual predator.

Q25. Provide a bulleted list of duties/responsibilities your organization expects to be fulfilled by interns:

Clinical Assistant with observe and learn the following responsibilities in working in a Primary Care practice. 1. Performs patient intake including vital signs, medical history and medication review. 2. Perform phlebotomy as needed, obtain specimens and administer medications as directed by the Physician. 3. Assist Physician in exam room during physical exams and procedures. 4. Prepare trays and supplies needed for office procedures or surgical procedures. 5. Provide patients with instructions and/or post up instructions. 6. Perform phlebotomy as needed, obtain specimens, administer medications as directed by the Physician. 7. Review and update charts for patients scheduled for appointments the next day. 8. Maintain exam rooms, medication hall, any storage areas and rest rooms in compliance with housekeeping standards. 9. Maintain medical equipment, clean and sterilize instruments maintaining compliance standards. 10. Maintains accurate and timely documentation. 11. Assist patients in transitions of care. 12. Administers prescribe medication in accordance with clinical standards. 13. Assists in obtaining prior authorization with patient medications. 14. Assist patients in scheduling preventative services. 15. Assemble patient packages if applicable. 16. Perform Lab Assistant responsibilities as needed. 17. Assist with ordering supplies and medicines, stocking supplies and medicines and ordering medical samples. 18. Maintains working knowledge of payer requirements. 19. Assist Clinical Coordinator and other clinical team members as needed. 20. Assists with phone calls, prescription calls, patient education of procedure and testing, and patient notification of lab/test results when requested, and pulling charts as needed by physician. 21. Works at maintaining a good rapport and a cooperative working relationship with providers, staff and patients. 22. Notify Clinical Coordinator of any problems identified regarding documentation of lab/test results or requests not available on charts. 23. Maintain compliance with OSHA and CLIA standards and any other regulations or guidelines for the clinical setting. 24. Maintains patient confidentiality and protected health information (PHI) in a manner consistent with HIPAA. 25. Performs related work as required.

Q26. Please describe a typical day for the intern:

Please see above.

Q28. All Interns (undergraduate and graduate) **MUST** be evaluated on **at least 6** of the following 9 Student Learning Outcomes (SLO's), though evaluation of all 9 is preferred. Please check each SLO that applies to the duties/responsibilities provided to interns at your organization.

Integrate principles and methods of math, social sciences, and/or arts and humanities to applied physiology and kinesiology, health, wellness, and/or fitness environments.

Identify and relate the nomenclature, structures, and locations of components of human anatomy to health, disease, and physical activity.

Identify, examine, and explain physiological mechanisms of homeostasis at various levels of an organism (i.e., cells, tissues, organs, systems).

Investigate and explain the effects of physical activity on psychological health as well as the perspectives used to enhance adherence to healthier lifestyles.

Select and utilize the appropriate scientific principles when assessing the health and fitness of an individual and prescribing physical activity based on those assessments.

Solve applied physiology and kinesiology problems from personal, scholarly, and professional perspectives using fundamental concepts of health and exercise, scientific inquiry, and analytical, critical, and creative thinking.

Collect, compare, and interpret qualitative or quantitative data in an applied physiology and kinesiology context.

Effectively employ written, oral, visual, and electronic communication techniques to foster inquiry, collaboration, and engagement among applied physiology and kinesiology peers and professionals as well as with patients, clients, and/or subjects.

- Identify and explain the acute and chronic anatomical and physiological adaptations to exercise, training, and physical activity.

Q33. Name of APK student that requested the site approval form from you (if applicable)

Q29. Would you like to be added to the Department's list of approved sites for future interns?

- Yes
- No

Q32. Have you reviewed the APK Internship [Policies and Procedures Manual](#)? Note that clicking the link will take you away from this survey and any information input into the survey will be lost if you navigate back. We recommend holding the ctrl button on your keyboard when clicking the link to open it in a new browser tab.

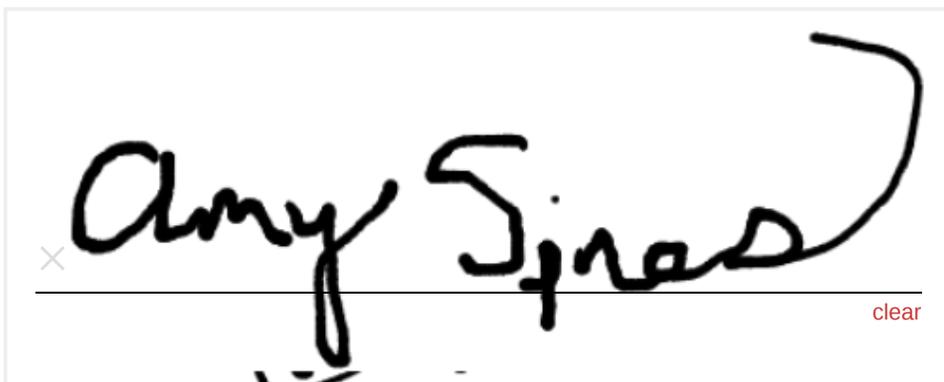
- Yes
- No

Q30. Signature of Individual Who Will Be Receiving Internship Applications



A handwritten signature in black ink on a white background. The signature is cursive and appears to be "W. J. [unclear]". There is a small 'x' icon in the bottom left corner and a "clear" button in the bottom right corner.

Q31. Signature of Individual Who Will Be Supervising And Evaluating Students During The Internship



A handwritten signature in black ink on a white background. The signature reads "Amy Sinas" in a cursive style. There is a small 'x' icon in the bottom left corner and a "clear" button in the bottom right corner.

Location Data

Location: [\(26.6292, -81.968\)](#)

Source: GeolIP Estimation



Approved: 4.8.24

Blain Harrison

Blain Harrison - APK Internship Coordinator