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APPLIED PHYSIOLOGY AND KINESIOLOGY (APK)
INTERNSHIP SITE APPROVAL

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 for providing valuable internship opportunities to our students. The Department of APK requires that all undergraduates complete a 12-credit internship experience during their final semester. The experience requires a minimum of 520 clock hours, or 35-40 hours a week for 15 weeks, for the Fall and Spring semesters; and 520 clock hours, or 40 hours a week for 13 weeks, for the Summer semester. 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 within their specialization. The specializations within the department are:

Exercise Physiology: Prepares students interested in pursuing a career in one of the health professions or graduate study in exercise science. The curriculum provides a strong basic science background and requires additional course work in the biological aspects of exercise. For intern hours in this specialization, students are expected to complete hours in a biomedical research setting related to exercise and/or sport.

Fitness/Wellness: prepares students to function as an exercise technician, exercise specialist, and/or wellness instructor in hospital, corporate, private, or governmental agencies. The curriculum emphasizes practical aspects of fitness and wellness.

If you feel that you would like to provide internship opportunities for our students and would like to be included in the Department's list of approved intern sites, please provide us with the completed *Internship Site Approval Form* below, along with any additional information you would like to include about your site.

Instructions:

1. Please read the Applied Physiology and Kinesiology (APK) Undergraduate Internship Policies and Procedures Manual.
2. Please review and complete the Internship Site Approval Form*.
   *Based on UF policy, there must be an affiliation agreement in place between all internship sites and the University of Florida. Please provide the contact information for the individual responsible for reviewing and signing-off on these agreements here:

   Name: Krista Vandenborne Title: Professor and Chair

   Address: 1225 Center Drive; PO Box 100154 (Street/PO Box) Gainesville (City) FL 32610 (State/Zip)

   Email Address: kvandenb@phhp.ufl.edu Phone: 352-273-60885

3. Digitally sign and submit the completed site approval form to the Internship Coordinator by completing the following steps:
   a. Click on the "Digital Signature" box. Please follow the instructions prompted by the wizard to create a "Digital Signature." Once created, the digital signature will auto-populate the textbox.
   b. You will be prompted to "Save" the document because the form contains a "Digital Signature." Please save the file, but do not close the file.
   c. Click "Submit" at the top right of the form (in the purple bar)
   d. You will be prompted by a wizard which will ask if you want to send it via Outlook (or something similar) or via an Internet Provider (Webmail or Exchange).
      - If you have Outlook (or something similar) a prompt will appear for you to enter your name and your return email address. Once you click okay, the PDF will attach to an email and auto-reply to drhodes@hhp.ufl.edu.
   e. If you are using an Internet Provider (Webmail or Exchange) you will be prompted to save the form, open a new message in your email account and attach the document yourself. Please email completed form to drhodes@hhp.ufl.edu with the subject "APK Internship Site Approval."

Location: Gainesville (City) FL (State) Date: 7/16/2014; rev 11/25/14

Organization: UF Muscle Physiology Laboratory

*Contact Person(s): Jennifer Fairfield (representative for Post-Doctoral Fellows), Sean Forbes, Donovan Lott

Must have at least a Bachelor's degree in a related field and a minimum of 2 years' experience within the discipline.

Address: 1225 Center Drive; PO Box 100154 (Street/PO Box) Gainesville (City) FL 32610 (State/Zip)

Phone: 352-273-6100 Fax: _____

Email: jfairfield@phhp.ufl.edu Website: pt.phhp.ufl.edu/about-us/faculty/

What semesters is your organization available to accept interns?

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

Please check the specializations that best pertain to the internship experience offered:

☑ Exercise Physiology ☐ Fitness/Wellness

How many interns do you typically accept per semester? 1-2

Interns must complete a minimum of 35-40 hours per week (520 hours total). List the normal working hours for your organization. Please indicate any evening or weekend time commitments:

8am-5pm Monday-Friday with UF holidays observed

Is office space available to interns? ☑ Yes ☐ No _____ Comments

Is a computer/scanner available to interns? ☑ Yes ☐ No _____ Comments

Does your organization offer paid or non-paid internships? ☑ Non-paid ☐ Paid (amount) _____

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

List required purchases for interning with your site (e.g. parking pass, uniform, back-ground check, etc.):

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

Must have computer experience but all required skills will be taught during internship.

Special Requirements (i.e. special application, proof of health insurance, immunizations, etc.)
Please note: All interns are required to purchase professional liability insurance coverage for $1,000,000

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

- Develop a general understanding of various aspects of the research process, including experimental design, data collection and analysis, and interpreting results
- Work collaboratively with other team members, including graduate students and staff members
- Participate in MRI safety courses and other relevent courses, such as IACUC training
- Attend and contribute to data analysis meetings
- Assist with data acquisition, such as helping set-up MR experiments.
- Perform MRI data analysis
- Interpret, summarize, and discuss research findings
- In addition, the intern will be encouraged to attend various seminars, workshops, and educational meetings offered by the Department of Physical Therapy

Please describe a typical day for the intern:

Interns in this laboratory are involved in the collection and analysis of magnetic resonance imaging data in muscle diseases. They may assist with collection of MRI data in animal models, collection of MRI data and/or strength and function testing in patients with muscle diseases, analysis of MRI data using specialized software, and/or interpretation of MRI data in muscle diseases.

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Interns must be evaluated on at least 6 of the following Student Learning Outcomes (SLO's). Please check each SLO that applies to the duties/responsibilities provided to interns at your organization.

APK Student Learning Outcomes (SLOs)	Applied Examples *(These examples used to describe each SLO are not exclusive; they are simply intended to provide clarity to the individual SLOs)*
☐ Integrate principles and methods of math, social sciences, and arts and humanities to applied physiology and kinesiology, wellness, and/or fitness environments.	• Intern can perform body composition calculations. • Intern can identify socioeconomic impacts on health and fitness behaviors. • Intern can calculate target and max heart rates in order to prescribe aerobic exercise.
☑ Identify and relate the nomenclature, structures, and locations of components of human anatomy to health, disease, and physical activity.	• Intern can identify muscles used in specific exercises and name other exercises that use those muscles. • Intern can name specific structures damaged by pathologies like diabetes.
☑ Identify, examine, and explain physiological mechanisms of homeostasis at various levels of an organism (i.e., cells, tissues, organs, systems).	• Intern can explain the baroreflex. • Intern can explain why skeletal muscle cells atrophy when immobilized. • Intern can describe the impact of respiration on blood pH.
☐ Investigate and explain the effects of physical activity on psychological health as well as the perspectives used to enhance adherence to healthier lifestyles.	• Intern can explain how exercise helps depression. • Intern knows where to locate information related to psychological health impacts of various activities. • Intern can identify and properly refer individuals with eating disorders.
☑ Identify and explain the acute and chronic anatomical and physiological adaptations to exercise, training, and physical activity.	• Intern can explain why resting HR and BP are reduced following endurance training. • Intern can identify immediate and long-term benefits of resistance training.
☐ Select and utilize the appropriate scientific principles when assessing the health and fitness of an individual and prescribing physical activity based on those assessments.	• Intern can select a safe fitness test for a cardiac patient. • Intern can perform skinfold testing and use that data to prescribe appropriate amounts of exercise.
☑ 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.	• Intern can describe which populations might be prone to ankl sprains. • Intern can identify medications which might lead to an impaired ability to perform aerobic exercise. • Intern can prescribe exercise to suit the goals of clients based on fitness assessments.
☑ Collect, compare, and interpret qualitative or quantitative data in an applied physiology and kinesiology context.	• Intern can perform a submaximal VO2 test and use the collected data to classify the subject's level of fitness. • Intern can perform a laboratory experiment and compare thei results to other similar studies.
☑ 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.	• Intern can explain to a patient the importance of hydration during exercise. • Intern can generate professional emails to ask scientific or medical questions. • Intern can generate an abstract to present research at a scientific or medical conference.

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

Name of student requesting completion of the site approval form (if applicable): _____

I have reviewed the APK Undergraduate Internship Policies and Procedures Manual: _____
Date

Site Signature: _____ Date: 7/18/14

Department Approval: _____ dlrhodes@ufl.edu Digitally signed by dlrhodes@ufl.edu DN: cn=dlrhodes@ufl.edu Date: 2014.07.22 14:04:21 -04'00' Date: 7/22/14