Summer Internship Panel

Wednesday, February 9th, 2022

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Today’s Agenda:

- Internship Requirements
- Finding an Internship - Networking 101
- Developing/Submitting a Proposal
- Summer & Fall Timelines
- Do's and Don'ts for a Successful Internship
- Questions
Why the Internship?

All MS degrees require a capstone (Thesis or Project)

The capstone affords:

- Opportunities to synthesize, integrate, and apply the skills and competencies acquired in the program
- Access to professional mentors and career networking opportunities

Core Requirements

- Students must have completed a minimum of credit hours prior to starting the internship:
  - DSBA: minimum of 21 hours of graduate coursework
  - HIA: minimum of 12 hours of graduate coursework
- A designated mentor/preceptor
- An approved project proposal prior to registering or initiating any project
- A minimum of 160 contact hours by the end of the project
Companies and Organizations in the CLT Region

HIA Internships:
- **Hospitals/Clinics:** Atrium, Novant, OrthoCarolina
- **Community Health Centers:** Gaston County Family Health
- **Healthcare Consulting:** Deloitte, PWC, PMMC
- **Nonprofits / Government Agencies:** CARING, City of Charlotte, Dept. of Public Health
- **Pharmaceutical:** AmerisourceBergen, GSK
- **Health Insurance Companies:** BCBSNC, Centene, United Health
- **Group Purchasing Organizations:** Premier

DSBA Internships:
- **Financial Services:** Bank of America, Barings, LPL Financial, Wells Fargo, Ally, MUFG
- **Fintech:** LendingTree
- **Insurance:** The Hartford, Allstate
- **Energy:** Duke
- **Retail:** Lowe's Companies
- **Engineering:** Siemens PLM, Honeywell, Pratt & Miller Engineering - (NASCAR)
- **Consulting:** SIA-Partners, Deloitte, EY, Grant Thornton
- **Tech Start-Ups:** Red Ventures, Stratifyd, Tresata
Types of Projects - Health Informatics

Examples of informatics internship projects include:

- Evaluating current processes
- Developing systems to capture/record data
- Integrating/re-coding
- Compiling, analyzing, and visualizing data for managerial decisions
- Assessing technology/implementation options
- Creating Standard Operating Procedures (SOPs)
- Evaluating patient data and surveys to determine drivers of health outcomes

Key is to be utilizing and managing health data to help make decisions. It does not need to be advanced visualization development or modeling (although it can be).
Examples of DSBA internships include:

- Predictive Modeling (Lending Team)
- Can third party data allow us to better predict who would be a "good customer" before we underwrite their business.
- Can you build a model that meaningfully outperforms the base model, and can it be easily understood by business stakeholders?
- How can we synthesize the sales data we get from 4 different tools to form one comprehensive view of a possible customer?
- Create a tool that can analyze the text to assist them in assigning a theme to the incident.
- "What machine learning models were improved and why did you feel the need to improve them? How did you train the model (i.e. training set size)?

Key is to be developing advanced visualization, analytics, or modeling (building a database and managing data quality is not sufficient).
Finding an Internship - Where to look

Personal Resources
- Networking - Peers and Faculty
- A solid resume and LinkedIn profile

Programmatic and Campus Resources
- SDS Newsletter, CCI Business Partners, Email, & Social Media
- Career Center
  - Resume Workshops
  - CAREER & INTERNSHIP FAIRs
  - Hire-A-Niner

Community Resources
- Professional Organizations
- Company Sites
- Job Sites: LinkedIn, Indeed, Glassdoor

Competitions - Hacks
Getting Started

- Visit the Websites
  - HIA: Internship Course Information
  - DSBA: Internship Course Information

- Establish goals that are consistent with:
  - MS DSBA/HIAN programs
  - Career development needs and interests
  - Organization’s capacity and willingness to support

- Design objectives that promote your goals:
  - Need to show adequate graduate level content
  - Consider deliverables
Summer and Fall 2022 Timelines:

The Proposal - Submitted **minimum of two weeks** prior to the start of term (HIA needs to submit at least a month before to ensure affiliation agreement compliance)

- HIA - via Canvas Internship Project site; details in *Internship Handbook*
- DSBA Program Website: [Internship DSBA 6400](#)

**Paperwork**

- Any Affiliation Agreement requirements such as Criminal Background Checks, Immunizations, CPR Training, etc.
- Mentor Contact Forms

**Course Registration**

- Add/drop final deadline, sooner is better
- Payment deadline considerations
- Full Summer term (10 weeks), Summer II (5 weeks)

**Internship Timeline**

- Position offer **minimum of two weeks** prior to proposal submission
- Proposal submitted **minimum of two weeks** prior to start of the semester
Internship Process

Getting Started

- Identify Setting, Project, Preceptor
- Establish Goals and Objectives

Developing the Proposal

- Online Proposal Form, Mentor/Preceptor Confirmation
- HIA- Special requirements, Affiliation Agreements
- DSBA/HCIP 6400 Registration

During the Internship

- Bi-Weekly Progress Reports
- Letter of Agreement from Organization and Activity Plan
- Minimum 160 contact hours

After the Internship

- Student and Mentor Evaluations
- Final Report
- Final Presentation
After Your Internship

Preceptor Evaluation of Internship Experience
• Discuss the evaluation when negotiating your internship experience with your preceptor
• The HIAN program will send your preceptor a link to the online evaluation form toward the end of your internship
• Ask preceptor to complete the evaluation as quickly as possible.

Student Evaluation of Internship Experience
• Student should complete and submit promptly
• Submit as Google form