

Dear Applicant,

We appreciate your interest in the child life practicum here at Children's Health. This packet is designed to provide you with an overview of the child life department, practicum requirements and answer your questions. We hope that this packet not only answers your questions, but provides you with enough information to decide whether our program would be a good fit for your learning style as a student. Please note that we are also looking to find the best fit and student for our program size and structure as well. To find the actual application and access required documents, you must visit the Children's website at [www.childrens.com](http://www.childrens.com) and search "child life practicum."

### **About the Child Life Department**

- Oldest Child Life program in Texas, celebrating 40 years in 2014
- Among the largest Child Life programs in the country (30 full time CLS)
- The child life department provides services at the Children's Medical Center Dallas, Children's Medical Center Plano and Our Children's House campuses
- The child life department includes: child life specialists, child life assistants, music therapists, a special events/arts program coordinator, and the facility dog program
- There are 6 playrooms hospital wide and a therapeutic arts room
- There is pet therapy weekly, in addition to seven in house facility dogs
- The child life department helps support programming and special visitors through the Red Balloon Network, which is an in house radio/broadcasting station

### **Overview of the Practicum**

- We offer fall, spring, and summer practicums
- Rotations will be at the Dallas, Plano and Our Children's House campuses
- The practicum is 192+ hours, 12 weeks long, 2 days a week, with 2 main rotation placements that are each six weeks long
- The practicum students get to choose the two, consistent days to come during the 12 weeks (students choose from Tuesday, Wednesday and Thursday)
- The practicum is observational based with hands-on activities being: planning and implementing therapeutic activities in the playroom and at bedside and introducing services and building rapport with patients/families
- The practicum consists of daily student group sessions as well as readings and weekly assignments, therapeutic activities and journals to complete
- Large assignments include: individual stress potential, census stress potential, evidence based practice (EBP) article reviews and portfolio presentation

## Application Requirements

- The application and detailed requirements are on [www.childrens.com](http://www.childrens.com) and then search “Child life practicum”
- Application deadlines are: January 19, March 29, September 19
- Applicants must be affiliated with a University both at the time of applying and throughout the internship. The hospital takes out an affiliation agreement with the school during the student’s internship. There can be no exceptions to this requirement
- Applicants must have experience in working with children at the time of applying
- A minimum of an overall 3.0 GPA is required
- Two recommendation forms, using the forms on the website must be submitted: one academic and one someone who has observed your work with children
- Un-official transcripts from all Universities attended must be included. Official transcripts will be required to be submitted if the student is accepted into our internship program
- Applicants must have completed at least 15 hours of related course work
  - Applicants must now list 3 of the 5 required courses on the application as the courses listed in the table below
  - The table below shows the courses the Association of Child Life Professionals (ACLP) will require beginning January 1, 2019 in order for candidates to sit for the Child Life Certification Examination. These requirements go into effect for those taking the certification examination after January 1, 2019. Please view the “2019 eligibility details” document on the ACLP website for more detailed information on this.

Min. classes required	Subject	Additional notes/requirements
1	Child Life	Must be taught by a CCLS who meets all ACLP requirements
2	Child Development	Birth-18y
1	Family Systems	
1	Play	
1	Loss/Bereavement or Death/Dying	
1	Research	
3	Additional courses in child life or related content areas	Recommended: Human Anatomy/Physiology, Medical Terminology, Ethics

### **Application Deadlines:**

**Children's Health follows the recommend application deadlines and offer dates as agreed upon by other hospitals in the state of Texas, as listed below:**

For Practicum Starting:	Application Deadline:	Interviews During:	Applicant Notified By:	Applicant Acceptance By:
Jan.	Sept. 19	Sept./Oct.	4th Tues in Oct.	24 hours after offer
May	Jan. 19	Jan/Feb.	4th Tues in Feb.	24 hours after offer
Sept.	March 29	April/May	3rd Tues in May	24 hours after offer

### **Your Application will not be reviewed if:**

- It is incomplete
- It is received later than the required deadline date as listed below
- You fail to meet one of the requirements as listed above (affiliation, GPA minimum, experience with children and/or incomplete coursework)
- The applicant is not and will not be affiliated with a University
- Additional items are included other than what is required above

\*\*Please do not put photos on your resumes or documents

### **Application Review:**

- Applications are initially reviewed by the Education Coordinator to ensure they are complete and meet the requirements
- Applications that meet the requirements are then reviewed by members of the practicum committee, using a screening and scoring rubric
- Applicants that move forward in the process will be contacted by a member of the practicum committee for a short phone screen, and then evaluated using a screening and scoring rubric
- The practicum committee and Education Coordinator will then select up to 10 applicants to participate in a 1.5 hour formal interview. We do encourage all participations to come in person, but also offer Skype for those who live far distances
- Following the interviews, offers will be made using the offer dates and process as listed in the chart above
- Applicants who do not receive an offer can contact the Education Coordinator to request feedback

### **Interview Process: Multi-mini Interviews (MMI)**

- Children's Health uses a MMI interviewing format
- Interviews will be held one to two weeks prior to the offer date
- Candidates will be contacted with one date in which all interviews will take place
- Candidates may choose to come in person or via Face Time
- Candidates will choose an afternoon or morning time slot on the given day
- Up to 5 candidates will come and be interviewed during each time slot
- The candidates will move through different rooms and participate in short, timed interview sessions with members of the intern committee. Each interview group will end with a tour and overview of the program by the Education Coordinator, followed by a Q&A session.
- The interview is a behavioral interview format where questions will be asked around child development/theory, the candidates experience with children in various settings as well as the candidates experience with working with a team, problem solving, etc.
- A more detailed email will be sent to the candidates prior to the interview date, detailing instructions of where to go and with more details on the flow of the interview session
- Candidates will be scored based on a scoring rubric and the top candidates will be given an offer

### **Frequently Asked Questions:**

- Can I still apply for a practicum or internship if I already have a degree? Yes, but you must be affiliated (enrolled) with a University
- I will graduate before the practicum/internship starts, so I will not be affiliated with a university. Is this okay? No, all candidates must be affiliated
- I really want to do my practicum at Children's; will I still be eligible for an internship at Children's? No, students can complete a practicum or internship at Children's, not both.
- I am interested in gaining more volunteer experience, what can I do? We recommend volunteering at camps, day care centers, children's hospitals, babysitting, etc.
- I completed a practicum at my university child development center; will this suffice for the child life practicum? No, a practicum must be conducted under the supervision of a Certified Child Life Specialist

### **Application check list:**

- Completed Practicum Application through the online portal, which also includes attaching your ONE PAGE resume (do not submit more than one page), essay answer and unofficial University transcripts
  - Make sure you have all required documents and are ready to complete and submit the form when you open it. You cannot save it and go back to it once you open it up. You must open it up, complete all parts and submit it all at the same time.
- Completed Reference Forms using the required form-reference forms must be emailed directly by the person completing the reference by the due dates listed above

Again, we thank you for the interest in our practicum, and wish you nothing but the best of luck on this journey to becoming a Certified Child Life Specialist (CCLS).

Sincerely,  
Krista Stringer, MS, CCLS  
Education Coordinator

### **For more information or additional questions, contact:**

Krista Stringer, MS, CCLS, Education Coordinator  
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Visit websites for current and updated information  
[www.childlife.org](http://www.childlife.org) and [www.childrens.com](http://www.childrens.com)