

(Ready) Name _____ Internship Period(s) _____

Work-Based Learning—Getting Ready to Intern

These items must be completed before you start your internship!

- Perfect Resume—Approved by Mr. Ward*
- How to dress for the interview*
- Workers Compensation, Training Agreement and Student Commitment forms signed and returned*
- Interview appointment made*

Hospital/Medical Students need the following in addition to the above

- Confidentiality form signed--turn in to Mr. Ward before you begin your internship*
- Health Questionnaire filled out--turn in to hospital at time of TB test*
- TB Test done and read*
- Obtained IHC or Columbia Hospital Intern badge*
- Lab coat obtained from Kathy or Brooke at District Office – \$25.00 deposit*
- Attend hospital orientation meeting with Gordon Lasson*
- Hospital personnel would like a picture with your resume. Mr. Ward has a digital camera and will take a picture for you if you need.*
- Have received copy of hospital dress code*