

# STATE HOSPITAL - EXCELL HOUSE STUDENT INTERNSHIP SKILLS LIST Provo School District

This is designed to help you obtain considerable information during your internship period. The column on the left will designate various procedures used in your internship you have been assigned. When you have observed a procedure, record the date and have your mentor sponsor initial the square. There is a lot to see and learn. Be sure to ask your mentor to show you as much as she/he can.

PROCEDURE SKILL	DATE	INITIAL	DATE	INITIAL	DATE	INITIAL
<b>HORTICULTURE</b>						
1. Conduct the opening meeting for the Horticulture team						
2. Assist patient in watering plants						
3. Assist patients with working in the garden						
4. Assist patients in recycling products						
5. Assist patient in completing a craft						
6. Do a task analysis (break a task down into smaller segments to help patient)						
7.						
8.						
9.						
<b>CLERICAL</b>						
10. Conduct the opening meeting for the Clerical team						
11. Help a patient open the store (stock, cash register, clean)						
12. Help patient complete the bulletin board task						
13. Assist a patient in completing a task on the computer						
14. Do a task analysis (break a task down into smaller segments to help patient)						
15.						
16.						
<b>FOOD SERVICE</b>						
17. Conduct the opening meeting for the Food Service Team						
18. Assist patients in creating a meal						
19. Do a task analysis (break a task down into smaller segments to help patient)						
20.						

21.			
22.			
<b>OTHER</b>			
23. Watch the "Fountain House" and "Excell House" videos			
24. Attend one assessment session and one assessment interview			
25. Know the rules of patient confidentiality adhered by USH			
26. If possible, assist a patient with ADL's in the morning			
27. Describe the "axis system" of diagnosis			
28. Read the assessment, daily and monthly notes of one member. Also, review the social history and ICTP (found in chart)			
29. Follow/observe this member throughout one treatment day			
30. Tour LHU, Hope and one Adult Unit			
31. Sit in on clinical staffing meetings when possible			
32.			