

Internships in Exercise Science

Internships are an excellent way to gain valuable practical experience that will significantly increase the likelihood for the student in obtaining employment or acceptance into subsequent academic programs. The Exercise Science curriculum is designed to prepare the student for a positive and successful internship experience. At this time there are three (3) types of internships that the student has to choose from. Depending on the Exercise Science option the student has chosen, each student will choose 2 of the following: PHED 453A: Corporate Internship, PHED 453B: Cardiopulmonary Rehabilitation Internship or PHED 453C: Musculoskeletal Rehabilitation Internship

PHED 453A is the Corporate Internship. PHED 450: Planning and Managing Exercise Programs is the prerequisite and must be taken prior to taking this internship. Typical settings include corporate wellness/fitness centers, YMCAs, performance settings such as strength and conditioning. Students have been placed with The MSU Wellness Center, Associates in Rehab/HIT Center of Lexington, HIT Center in Huntington, WV; Warner Brothers Fitness, Beaumont YMCA in Lexington, KY, Strength and Conditioning at MSU, etc.

PHED 453B is the Cardiopulmonary Rehabilitation Internship. The prerequisite for this internship is PHED 441: Exercise Testing and Prescription, which must be taken prior to this internship. This internship provides the student with experiences in cardiopulmonary rehabilitation preferably. Students have interned in the following locations: St. Claire Regional Medical Center in Morehead, KY, Our Lady of Bellefonte Hospital in Ashland, KY, Mary Chiles Hospital in Mt. Sterling, KY, Jewish Hospital in Louisville and Shelbyville, KY, and a number of clinics and hospitals out of state.

PHED 453C is the Musculoskeletal Rehabilitation internship. PHED 424: Introduction to Therapeutic Exercise is the prerequisite and must be taken prior to taking this internship. This internship provides the student with experiences in a musculoskeletal rehabilitation setting such as physical therapy, occupational therapy or athletic training. Students have been placed with Athletic Training at MSU, Cave Run Clinic in Morehead, KORT Rehab in Louisville, KY and others out of state.

1. **Prerequisites:** Pre-requisites for all internships are PHED 432 Physiology of Exercise and senior status. Again the prerequisites for each internship are as follows:
 - a. PHED 453A: Corporate Internship - PHED 450: Planning and Managing Exercise Programs
 - b. PHED 453B: Cardiopulmonary Rehabilitation Internship. – PHED 441: For cardiopulmonary internships
 - c. PHED 453C: Musculoskeletal Rehabilitation - PHED 424: Introduction to Therapeutic Exercise
2. **Procedures that must be completed prior to beginning the internship**
 - a. **Selecting and securing a location.** Either the student or the MSU supervisor can find a location for the student to perform the internship, however, the MSU

supervisor must approve the location before any paper work can be completed, including contract involvement (see contracts). The various internships may be under the supervision of the different exercise science faculty. Most frequently used sites are St. Claire Regional Medical Center Cardiac Rehab – 783-6748, MSU Wellness Center – 783-5161 and MSU Athletic Training (783-2392) and contracts with the these sites are not needed.

However, if this is a new location, the student must inform the internship coordinator well in advance of beginning the internship due to potential lengthy contract negotiations. **Interns may not register for a course until these negotiations, if needed, are completed.** Unless the contact information is already known, the student should provide this information as soon as possible.

- b. **Purchase Insurance:** After the internship site has been established, the student will purchase liability insurance. This covers the student for any potential liability issues that might arise during the internship. The contract period typically runs through around August 25th and is not pro-rated. This means that if the internship runs past this date, liability insurance may need to be renewed at the full rate. The cost is around \$19 per year per student. This insurance can be purchased at the cashier's windows in Howell-McDowell. The student will be given a receipt. This receipt should be taken to Downing Hall 211, where a copy of a summary of the insurance policy will be given to the student. Each student should make a separate copy of the proof of purchase receipt for their own records.
- c. **Complete the Application:** The student should now complete the internship application and bring it with a copy of the proof of purchase to the MSU internship supervisor(s) for the appropriate signatures. The MSU supervisor(s) will not sign unless these steps have been completed.
- d. **Register for the course.** Once the internship site has been secured and all the paper work is complete, the MSU supervisor will advise the HWHP office who will “unblock” registration for the course so that the student can self-register.

STUDENTS MAY NOT BEGIN THE INTERNSHIP UNTIL THE APPLICATION HAS BEEN COMPLETED, THE INSURANCE HAS BEEN PURCHASED AND THE STUDENT HAS REGISTERED FOR THE COURSE

- e. **Student Internship Meeting.** Prior to beginning each internship, a mandatory meeting will be held during which time the MSU internship supervisors will discuss portions of the handbook such as internship and student expectations. Students may not begin their internship if they have not attended one meeting prior to each internship.
3. The student may now begin the internship. Depending on the location of your internship, each student is required to complete either 240 to 300 hours during the semester. Each

student is also required to complete an internship folder. The required contents and the grading rubric are included in the syllabus. **Students who are not able to complete the internship during the semester will receive an “incomplete” which will be changed to a letter grade upon completion of the internship. The internship must be completed prior to the mid-term of the following semester (fall or spring) otherwise, the “incomplete” will convert to an “E”.** Summer internships must be complete by mid-term of the fall semester.

4. **Syllabus:** Each student should read the internship syllabus carefully. The syllabus generally explains what is expected from the student and the internship site. Students are expected to submit a weekly report (every Monday) to the MSU supervisor. Failure to do this, or incomplete reports, will affect the overall grade. Each student is required to submit a folder or portfolio of the internship experience that includes the weekly reports, samples of work and article summaries. See the syllabus for more details.
5. Internships are a great opportunity for the student to gain invaluable practical experience. The internship should be treated as if it were a job. Our students are representative of Morehead State University and therefore, you act with professionalism and respect for the school and the exercise science program.
6. **Changes in internship location or time frame:** If the student must change internships after having begun one, the new location must first be approved by the site supervisor as well as the MSU supervisors. Any hours accumulated at the “old” site may be added to the new internship if the internship site and MSU supervisor are in agreement; however, that is ultimately the decision of the internship site supervisor. **INTERNS ARE TO NOT PROCEED WITH THE “NEW” INTERNSHIP WITHOUT FIRST OBTAINING PERMISSION FROM THE MSU SUPERVISOR.**
7. **Contracts** – Many internship sites do not require a contract, however, if a contract is needed, there are two (2) basic forms that have been approved by our legal council, one for clinical facilities and one for corporate facilities. The contract should be sent to the appropriate representative at the potential internship site for approval and signatures. If any changes are suggested by the other party, those changes must be documented and sent to the MSU legal council for approval. If the internship site has its own contract, that contract must also be sent to the MSU legal council for approval. Any changes made by any of the involved parties must be approved by each side before the intern is allowed to apply for the internship.