

## 2024 C Cohort Program Requirements Packet

*Thank you for your interest in the Pathmaker Internship!* As you prepare to apply for the upcoming **2024 C** cohort, you will need to know the important clearance & orientation information found in this packet.

The recruitment requirements and processes for the 2024 C Application Cycle are as follows:

- We will be accepting applications for both our Level I (High School) and Level II (College/Adult) programs.
- The application window will be open until April 21<sup>st</sup> or when the required number of highly qualified applicants is reached. As a result, the **application window may close sooner** than the allotted 3 weeks.
- All **interviews will be conducted virtually**, which requires that applicants have access to a laptop/desktop with a working camera, microphone, and reliable internet connection.

*You will confirm on your application that you have read and understand the information below.  
You may also be quizzed on the information in this packet at your interview.*

## Pathmaker Contacts

Email is the best way to reach us if you have any questions. Please send any inquiries regarding the application and interview process to [PathmakerInfo@palomarhealth.org](mailto:PathmakerInfo@palomarhealth.org).

### Pathmaker Management Team

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## Internship Overview

<u>Level I (High School):</u>	<u>Level II (College/Adult):</u>	<u>Level III (Medical Interpreting):</u>
<ul style="list-style-type: none"> <li>- Be at least <b>16</b> years old</li> <li>- Be a <b>current</b> high school student</li> <li>- Serve one <b>4-hour</b> shift per week</li> <li>- Complete <b>96</b> clinical hours</li> <li>- Reliable transportation to and from Escondido and Poway</li> </ul>	<ul style="list-style-type: none"> <li>- Be at least <b>18</b> years old</li> <li>- Be a high school <b>graduate</b></li> <li>- Serve one <b>4-hour</b> shift per week</li> <li>- Complete <b>240</b> clinical hours</li> <li>- Reliable transportation to and from Escondido and Poway</li> </ul>	<ul style="list-style-type: none"> <li>- Meet <b>Level II</b> entry requirements</li> <li>- Be fluent in <b>Spanish</b></li> <li>- Successfully complete a <b>Language Proficiency Exam</b> and <b>32-hour Interpreting Training</b> administered after acceptance</li> </ul>
<p>New interns are not eligible to take any leave from the internship of more than 14 days during the entirety of your first rotation (September 1<sup>st</sup>, 2024 through November 30<sup>th</sup>, 2024)</p>		

### All accepted applicants must:

- Have a valid **Social Security Number** and be able to pass a background check
- Speak & read English
- Reliable transportation to and from Escondido and Poway
- Pay a one-time, **non-refundable \$150** Onboarding fee (more information in the acceptance email)
- Have **daily** access to your own personal e-mail account
  - o Gmail is **highly recommended**
  - o Yahoo, Hotmail, and school e-mail accounts encounter issues with reliability
  - o Regardless of your e-mail account provider, you are responsible for all internship-related communications and deadlines

### Palomar Health Volunteers and Employees:

- The Pathmaker Internship is a separate program from Palomar Health Volunteer Services. If you are currently a PH volunteer, please be advised that the 100 hour requirement is a separate commitment from the 96 hour (Level I) or 240 hour (Level II) commitment for the Pathmaker Internship.
- Unfortunately, current Palomar Health employees and affiliates are not eligible to apply to this program.

### Internship Opportunities:

- We have placements for the High School and College/Adult internships at both hospital campuses:
  - o Palomar Medical Center— Escondido
  - o Palomar Medical Center— Poway
- In addition, we have a number of satellite locations throughout North County

### Internship Structure:

- Each year is broken up into four 3-month rotations, where interns will spend each rotation in one department serving their weekly shifts. Every rotation, interns have the opportunity to join new departments.
- Each department has specific **learning objectives** that the intern must meet in the course of their time in the department.

### Level III Medical Interpreting:

- The **Level III Medical Interpreting** program is available for interns **fluent in Spanish** to act as a liaison for communicating between patients and their healthcare providers.
- If you are interested in becoming a Level III Medical Interpreter, please indicate your fluency on your internship application and watch for our recruitment emails during your first rotation as a Pathmaker Intern.

### Acceptance and Declination Notifications

All applicants will be notified of acceptance or declination by **5:00pm Saturday, June 1<sup>st</sup>, 2024**. If you do not receive a notification email, first check your spam folder, and then email us at [PathmakerInfo@palomarhealth.org](mailto:PathmakerInfo@palomarhealth.org) by **5:00pm Sunday, June 2<sup>nd</sup>, 2024** to request a notification email. If we do not hear from you by the deadline, you will be asked to re-apply for a future cohort.

## Health and Immunization Clearance

The Pathmaker Internship is committed to protecting the health of our interns, staff, and patients. As a Pathmaker Intern, you will get the opportunity to provide direct patient care, which comes with exposure to various contagious diseases. With that responsibility, you must fulfill specific health requirements prior to attending training.

Required Immunizations	Proof of Compliance	
	Required Doses	Serology (Lab Testing)
<b>Measles</b>	Documentation of <b>2 doses</b> of the MMR vaccine in lifetime	Or positive measles IgG Antibody titer
<b>Mumps</b>		Or positive mumps IgG Antibody titer
<b>Rubella</b>		Or positive rubella IgG Antibody titer
<b>Hepatitis B</b>	Documentation of a <b>series of 3 doses</b> in lifetime	Or positive quantitative Hepatitis B Surface antibody titer
<b>Tdap</b> (Tetanus, Diphtheria, Pertussis)	Documentation of <b>1 dose</b> within the last 10 years*	N/A
<b>Varicella</b>	Documentation of a <b>series of 2 doses</b> . History of disease does not meet this requirement	Or positive quantitative Varicella IgG antibody titer
<b>COVID-19</b>	Documentation of primary series and/or booster dose information	Or completion of <b>declination form</b>

\* If the 10-year period for your Tdap dose ends on or before December 31<sup>st</sup>, 2024, you are required to submit documentation of a newer dose.

*Required immunizations listed above are subject to change based on federal, state, and local regulations.*

## Mandatory Orientation And Skills Days Events

Please ensure you are available to attend the following 2024 C Orientation and Skills Days dates **in person**:

**Onboarding Events:** July 2024

**Skills Days:** July 2024

**Department Specific Orientation & Training:** August 2024

*\*Dates and times are subject to change*

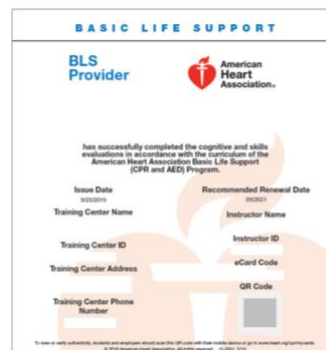
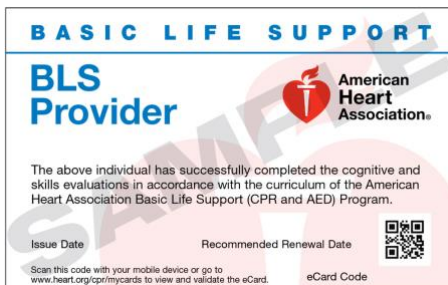
Actual dates will be communicated to accepted interns. New interns are not eligible to take any leave from the internship of more than 14 days during the entirety of the first rotation (September 1<sup>st</sup>, 2024 through November 30<sup>th</sup>, 2024)

## CPR Certification—BLS Provider

Interns are required to have active CPR certification at a BLS Provider level through the American Heart Association (AHA). To comply with Palomar Health policy, the certification must be **BLS Provider**, and must be from the **American Heart Association**; **third party CPR certifications are not acceptable.**

Palomar Health offers free BLS Provider courses for accepted Intern Candidates. Further instructions will be provided on how to complete this requirement. If already certified, you will be asked to submit BLS Provider card during the onboarding process.

NOTE: **Heartsaver certification** is not the same as BLS Provider certification. Your Certification card **MUST** say BLS Provider on it, and will look similar to one of these:



## Pathmaker Intern Job Summary and Job Requirements

### Job Summary

Under the direct supervision of the Manager – Career Development, the Pathmaker Intern gains hands-on experience working alongside Palomar Health staff members, assisting in the provision of patient care and performance of administrative and support services. The Pathmaker Intern will gain first-hand knowledge of the various career opportunities in healthcare and develop insight into the healthcare system by rotating through different departments every three months. The Pathmaker Intern may provide direct patient care under the direction of Palomar Health staff members to include assistance in the provision of a safe, comfortable and confidential environment.

Ability to speak and read English at a level that is sufficient to satisfactorily perform the essential functions of the position.

Performs other duties as assigned. Follows Palomar Health rules, policies, procedures, applicable laws and standards. Carries out the mission, vision, and quality commitment of Palomar Health.

### Job Requirements

**Minimum Education:** Level I Interns must be high school students and 16 years of age or older. Level II Interns must be high school graduates and 18 years of age or older.

**Preferred Education:** Not Applicable

**Minimum Experience:** Not Applicable

**Preferred Experience:** Not Applicable

**Required License:** Not Applicable

**Preferred License:** Not Applicable

**Required Certification:** American Heart Association recognized BLS - Healthcare Provider

**Preferred Certification:** Not Applicable

### Physical Demands

Sitting	Occasionally (up to 33% of time on job)
Standing	Frequently (34-75% of time on job)
Walking	Frequently (34-75% of time on job)
Lifting - Max 25 lbs.	Occasionally (up to 33% of time on job)
Lifting - Max 35 lbs.	Occasionally (up to 33% of time on job)
Lifting - Max 50 lbs.	Frequently (34-75% of time on job)
Carrying - Estimated Weight	20# - Occasionally - Up to 33% of time on job
Pushing - Estimated Weight	20# - Occasionally - Up to 33% of time on job
Pulling - Estimated Weight	20# - Occasionally - Up to 33% of time on job
Reaching - Above Shoulder Height	Occasionally (up to 33% of time on job)
Reaching - Below Shoulder Height	Occasionally (up to 33% of time on job)
Climbing Stairs	Never
Climbing - Use of Legs, Arms, Ladders	Never
Balancing	Occasionally (up to 33% of time on job)
Stooping, Squatting	Occasionally (up to 33% of time on job)
Kneeling	Occasionally (up to 33% of time on job)
Repeated Bending from the Waist	Occasionally (up to 33% of time on job)
Crawling	Occasionally (up to 33% of time on job)
Finger movement - Repetitive	Frequently (34-75% of time on job)
Repetitive Twisting or Pressure Involving Wrists or Hands	Frequently (34-75% of time on job)
Both Hands Required	Frequently (34-75% of time on job)
Both Legs Required	Frequently (34-75% of time on job)
Rapid, Simultaneous Mental and Muscular Coordination Required	Frequently (34-75% of time on job)
Hearing - Conversation	Constantly (more than 75% of time on job)
Operation of Motor Vehicle	No

Operation of Other	No
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**Visual Requirements**

Specific Visual Requirements	Both near and far
Depth Perception	No
Color Vision: Distinguish Basic Shades	No
Color Vision: Distinguish Basic Colors	No

**Mental Demands**

Performs Mathematical Calculations	Occasionally (up to 33% of time on job)
Frequent Interruptions	Frequently (34-75% of time on job)
Work Under Pressure	Frequently (34-75% of time on job)
Work With Many Priorities	Frequently (34-75% of time on job)
Ability to Reason and Analyze	Frequently (34-75% of time on job)

**Working Conditions**

Outdoor Weather Conditions	Never
Extreme Cold (non-weather)	Never
Extreme Heat (non-weather)	Never
Wet, Humid Conditions	Never
Confined Spaces	Occasionally (up to 33% of time on job)
Heights	Never
Noise Over 80 Decibels	Never
Radiation	Never
Antineoplastic Drugs	Never
Biohazards	Frequently (34-75% of time on job)
Infectious Exposures	Occasionally (up to 33% of time on job)
Lead	Never
Gases	Never
Lasers (class 1-4)	Never
Fumes - Irritant	Never
Fumes - Toxic	Never
Chemicals	Never
Dust (more than nuisance)	Never
Grease and Oils	Never
Vibration	Never
Working with Machinery with Moving Parts	Occasionally (up to 33% of time on job)
Working with Hands in Water	Occasionally (up to 33% of time on job)
Working Alone	Occasionally (up to 33% of time on job)
Working Rotating Shifts	Occasionally (up to 33% of time on job)

**Personal Protective Equipment Required**

Mask	Occasionally (up to 33% of time on job)
Eye Protection	Occasionally (up to 33% of time on job)
Hearing Protection	Never
Hard Hat	Never
Footwear	Never
Body Protection	Occasionally (up to 33% of time on job)