



## **MPH APE Proposal- Applied Practice Track**

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It is essential that you save your own copy of this proposal, in order to return to it multiple times and to share with others. Once completed, you will be required to share with multiple parties for signature approval.

Prior to completing this proposal, please make sure you have reviewed the APE-ILE Manual and understand the appropriate steps for identifying the site and obtaining prior authorization for the content you will detail in this document.

It is also recommended that you review, draft, and share the initial drafts of this document BEFORE sending your final proposal to your site supervisor for signatures, to ensure you accurately and succinctly cover all aspects of your proposed experience. Sections include; the student profile, site and supervisor profile, MPH-Foundational Competency mapping, Concentration Competency mapping, the Comprehensive Site Profile, and the required authorizations and signatures.

If you have difficulty completing, saving, or sharing this fillable PDF, an alternative WORD version of this document is located in the APE-ILE manual and on ELC CPH-GRAD.

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Please enter your student Information

- ☐ Full Name:
  - ☐ Email Address:
  - ☐ UGA MyID (81x):
  - ☐ Address line 1:
  - ☐ Address line 2:
  - ☐ City:
  - ☐ State:
  - ☐ Zip Code:
- 

What is your MPH Concentration?

- ☐ Biostatistics
  - ☐ Disaster Management
  - ☐ Environmental Health Science
  - ☐ Epidemiology
  - ☐ Gerontology
  - ☐ Health Policy & Management
  - ☐ Health Promotion & Behavior
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If you are a dual degree student, please select the appropriate program:

- ☐ Double Dawgs (BS/MPH)
  - ☐ DVM
  - ☐ JD
  - ☐ MBA
  - ☐ MD
  - ☐ MHA
  - ☐ MSW
  - ☐ PharmD
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Semester of Placement:

- ☐ Spring
  - ☐ Summer
  - ☐ Fall
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Year of Placement (20xx)

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Please enter your APE site Information:

- ☐ Name: \_\_\_\_\_
- ☐ Address line 1: \_\_\_\_\_
- ☐ Address line 2: \_\_\_\_\_
- ☐ City: \_\_\_\_\_
- ☐ State: \_\_\_\_\_
- ☐ Zip Code: \_\_\_\_\_
- 

Type of Agency or Organization:

- ☐ Non profit
- ☐ Governmental
- ☐ For Profit
- ☐ Hospital
- ☐ Other
-



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Please provide your site supervisor's information:

☐ Supervisor's Name: \_\_\_\_\_

☐ Title: \_\_\_\_\_

☐ Email Address: \_\_\_\_\_

☐ Phone Number: \_\_\_\_\_

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Supervisor Qualifications- Degrees:

☐ Degrees Earned (i.e. PhD):

☐ Field or Discipline (i.e. epidemiology):

☐ Licenses/Certifications (i.e. CHES):

☐ Years of Relevant Experience:



Please use this section to provide details of your agency/organization

What are the agency's Vision, Goals and/or Core Values?

What specific public health problem do you intend to focus on at the agency? You may identify multiple topics if needed.



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Please describe the products you will create and how these products will help the agency in addressing the problem(s) you identified above?



Please use this section to identify the MPH Foundational Competencies that you intend on addressing, as well as the learning objectives that you will map to each competency. You should reference your intended products and expected duties within each learning objective.

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Please Identify your first MPH Competency and learning outcome:

Competency 1:

Learning Objective 1:

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Please Identify your second MPH Competency and learning outcome:

Competency 2:

Learning Objective 2:

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Please Identify your third MPH Competency and learning outcome:

Competency 3:

Learning Objective 3:

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Please Identify your fourth MPH Competency and learning outcome:

Competency 4:

Learning Objective 4:

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Please Identify your final MPH Competency and learning outcome:

Competency 5:

Learning Objective 5:

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Please Identify at least ONE Concentration Competency and learning outcome:

Competency 1:

Learning Objective 1:



The following signatures confirm that I completed this proposal with the guidance of my academic advisor and site supervisor. My signature and my supervisor's signature are required, and the signed proposal is to be routed to the MPH/DrPH Practice Coordinator, Margaret McCallister. When this proposal is approved by Ms. McCallister, I will be cleared for the PBHL 7560 APE course, for 6-credits. Throughout practice experience, I will rout all email communications to the the Practice Coordinator at mpmcallister@uga.edu.

The APE minimum requirement is 300 hours. If the supervisor changes or additional supervisors are named during the course of the placement, I must resubmit the proposal with new signatures. If significant changes in the learning objectives or tasks occur, they must be submitted in writing to the MPH/DrPH Practice Coordinator prior to implementation. Email to mpmcallister@uga.edu.

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Please complete the following section only if you have discussed this proposal with your academic advisor, and have obtained approval to proceed:

- ☐ I have received approval: YES      NO
- ☐ My Advisor's Name: \_\_\_\_\_
- ☐ My Advisor's email Address: \_\_\_\_\_

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**Student Signature:** My signature below indicates that I have discussed this proposal with my academic advisor as well as the site supervisor. The learning objectives and proposed tasks have been outlined, and I agree with the proposed learning objectives and related practice activities.

Sign:

Date:

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**Site Supervisor Signature:** My signature below indicates that I have discussed with the student the placement learning objectives and proposed tasks, and that I agree with the proposed learning objectives and related internship activities.

Sign:

Date:



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**Practice Coordinator Signature:** My signature below indicates that I have approved all APE documents. Upon receipt of the Comprehensive Site Profile, I will assign the PBHL 7560 course to the student and communicate information and deadlines to the student and supervisor throughout the APE term.

Sign:

Date:

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## PBHL 7560 Course Information

### Things to do this semester:

Congratulations on completing your APE Proposal for the Applied Practice Track. You will be cleared to register for 6-credits of PBHL 7560, under your faculty advisor. An email confirmation containing the Course Reference Number (CRN) will be sent within 24 hours.

Mark your calendar! You must attend the APE Briefing the final week of classes, this semester. To find that date, review the topical outline in your PBHL 7560 APE Advisement syllabus. The date is also posted on eLC CPH-GRAD.

### Things to do next semester:

Remember to begin your **Comprehensive Site Profile** at the start of your placement, and submit your final copy prior to the final day of semester classes. The final document submission date and dropbox will be posted on eLC CPH-GRAD, at the start of next semester.

- The Comprehensive Site Profile should contain the site's mission, vision and values, summary of financial health, and a robust description of the populations it serves. 1-page maximum.
- The Profile should contain an analysis of the public health problem that you will address during your time at the site. Clearly identify the problem(s), provide an epidemiological scope of the problem(s) and the significance of this problem to the community that your site serves. You must also detail how you have practiced and integrated your FIVE MPH Foundational Competencies. You must also map at least ONE Concentration Competency to your final products. 6-page maximum.
- Detail the methods that your agency uses to address this problem, and the methods that you employed to address this problem. Please map your methods to your assigned duties and deliverables. 3-page maximum.
- The outline and grading rubric for the Comprehensive Site Profile is located in **Appendix 6** of your APE/ILE Manual.

Mark your calendar! Remember to continue working on your **ePortfolio** as well as your **ePoster Presentation**, throughout the semester. Both will be due the final week of classes. The final submission date and Dropbox will be posted on eLC CPH-GRAD, at the start of next semester.

Mark your calendar! The **ePoster Session** takes place on Reading Day in the Fall and Spring semesters, and the first day of finals, in the summer semester.

The APE is complete once you have submitted your ePortfolio, Comprehensive Site Profile, and ePoster, and attended the MPH ePoster Session, at the end of the semester.