

## Examples from the Learning Series

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| Academic Medical Centers                    | Todd Peterson, Former COO, UNC Hospitals  |
| Learning and Organization Development       | Rich Helgans, UNC Health Care   |
| The Physician Practice Plan                 | Dr. Marschall Runge, Executive Dean, UNC School of Medicine   |
| Performance Improvement – Core Measures     | Larry Mandelkehr, Director, Performance Improvement UNC Health Care                                       |
| Improving Clinical Quality                  | Martha Shackelford, Clinical Compliance Manager<br>Celeste Mayer, Patient Safety Officer, UNC Health Care |
| Interviewing and Resume Building            | Norm Klase, Director of Human Resources, UNC Health Care  |
| Open Access in Health Care                  | Dr. Allen Daugird, President, UNC Physicians and Associates; President, Triangle Physician Network        |
| Strategic Planning                          | Amy Bragg, VP, Strategic Planning & Network Development, UNC Health Care                                  |
| Balancing Financial Performance and Mission | Chris Ellington, Executive Vice President and CFO, UNC Hospitals  |

### About UNC Health Care

UNC Hospitals opened in September 1952 under the name North Carolina Memorial Hospital. In May 1989, the N.C. General Assembly created the University of North Carolina Health Care entity as a unifying organization to govern constituent hospitals and physician practices and to project a modern and accurate identity of the health care services provided by the University of North Carolina at Chapel Hill.

UNC Health Care includes North Carolina Children's Hospital, North Carolina Memorial Hospital, North Carolina Neurosciences Hospital, North Carolina Women's Hospital, North Carolina Cancer Hospital, UNC Physicians and Associates, Rex Healthcare, Chatham Hospital, and Triangle Physician Network.

UNC Health Care is a public, academic medical center operated by and for the people of North Carolina. The Health Care System's mission is to provide high quality patient care, to educate health care professionals, to advance research and to provide community service.

As a 799 licensed bed tertiary care setting, UNC Hospitals serves as the principal teaching hospital affiliate of the University of North Carolina at Chapel Hill School of Medicine. UNC Physicians & Associates is the physician practice plan for the School of Medicine, employing over 800 physicians. These two entities of the Health Care System have over 7,600 employees and an annual operating budget of over \$1 billion.

The Health Care System provides sophisticated diagnostic and treatment services for people throughout North Carolina and the surrounding states. Often, the advanced treatments provided by our facilities, such as Laparoscopic Robotic Surgery, and Cystic Fibrosis treatments, draw patients from across the nation.

Each year the Health Care System cares for more than 32,000 inpatients and provides approximately 741,980 clinic visits. UNC Health Care is the patient care center of a health science complex that includes five professional schools — dentistry, medicine, nursing, pharmacy and public health.



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# Administrative Internship Program



<http://www.unhealthcare.org/site/humanresources/careers/opportunities/internship>



The North Carolina Cancer Hospital was officially dedicated in September 2009.



## The Administrative Internship Program



UNC Health Care recognizes that the most important way for students to learn isn't always in the classroom. That's why we created a structured summer experience for

select students; the Administrative Internship Program.

The UNC Health Care Administrative Internship Program (AIP) seeks both undergraduate and graduate student applicants from a wide variety of disciplines for this project-based administrative internship opportunity each year. This paid internship lasts between 9 and 14 weeks (based on student needs) from May through September with flexible start dates. Each year, the AIP recruits motivated future leaders to participate in problem solving and decision making processes in an active and changing health care environment.

Past majors represented in the program have included public health, business, the sciences, health administration, information technology, social work, statistics, and human resources.

### Program Offerings

- Administrative Internship in a world-class health care teaching facility, exposing the intern to both the complex healthcare environment and important work projects requiring critical thinking
- Intern participation with a department on one or more projects of high importance to the institution
- A dedicated mentor throughout the summer
- Bi-weekly Learning Series comprised of the entire team of interns and led by leaders from across the organization.
- Performance evaluations for both mentor and intern
- An end of summer presentation.



*"Each year, our interns get better and better. The value to both student and mentor is tremendous."*

— Former Mentor, UNC AIP

### Application Process

Students must be enrolled in an undergraduate or graduate level degree program, and have attended at least one semester of classes.

Applicants must be legally eligible for employment in the U.S.

Applicant must have a minimum 3.0 GPA.

Please visit <http://www.unhealthcare.org/site/humanresources/careers/opportunities/internship> for more and a link to the online application form.

*Application Materials:*

- *unofficial transcript. (pdf file)*
- *cover letter*
- *resume*
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*The application period will open January 15 and extend through 5pm EST February 15. Information will **only** be accepted electronically and should be uploaded during the online application process..*

*Students will be notified of selections by mid March. The two-day program orientation is usually scheduled on or around May 15.*



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