



JOB DESCRIPTION
Lifestyle, Fitness and Rehabilitation Programs
STUDENT INTERNS AND VOLUNTEER STAFF

SECTION 1. PURPOSE

- 1.1. To establish guidelines for the activities of student interns and volunteer staff in Lifestyle, Fitness and Rehabilitation Programs.

SECTION 2. POLICY

- 2.1. Lifestyle, Fitness and Rehabilitation Programs will utilize student interns and volunteer staff to provide: a) increased supervision of participant activities; b) more personal participant contact; and c) practical experience for those studying the practices of Lifestyle, Fitness and Rehabilitation Programs including but not limited to cardiac, pulmonary and vascular rehabilitation, wellness, health fitness and risk factor modification.

SECTION 3. RESPONSIBILITY AND ACCOUNTABILITY

- 3.1. Responsible for all behaviors in this job description.
- 3.2. Accountable to the Practice Coordinator of Lifestyle, Fitness and Rehabilitation Programs, Operations Director and all Professional Staff.

SECTION 4. REQUIREMENTS

- 4.1. An interest in volunteering time, energy and enthusiasm to a program designed to implement and evaluate outcomes for exercise and educational services provided to healthy persons and to individuals with chronic diseases and/or functional deficits. Populations served include participants and family members, significant others and support persons.
- 4.2. A positive, optimistic and enthusiastic outlook with a commitment to a healthy lifestyle as a model to participants.
- 4.3. A completed application and resume documenting related experience and educational background must be submitted along with two letters of reference and a copy of all college transcripts.
- 4.4. The student must be currently **enrolled** in a college or university pursuing a graduate or undergraduate degree related to cardiac rehabilitation, exercise physiology or a medically related profession. The participating university or college must sign an **affiliation agreement** with MetroHealth Medical Center.



- 4.5. The student must meet the established **health requirements** set forth by MetroHealth Medical Center.
 - 4.5.1. Current TB skin test completed
 - 4.5.2. Rubella, rubeola, varicella (chicken pox) titers checked
 - 4.5.3. Hepatitis B vaccine (optional but highly recommended)
 - 4.5.4. Physician statement of health
 - 4.5.5. Drug screen performed in MHMC employee health
- 4.6. The student must maintain **current CPR (BCLS) certification** throughout the entire internship.
- 4.7. The student will have the appropriate scholastic background. This may include, but is not limited to, the following:
 - 4.7.1. Electrocardiography
 - 4.7.2. Cardiovascular and pulmonary pharmacology
 - 4.7.3. Exercise physiology
 - 4.7.4. Graded exercise testing and prescription
 - 4.7.5. Risk factor modification and intervention
 - 4.7.6. Organization and administration of cardiopulmonary programs
 - 4.7.7. Medical terminology, tests, and procedures in cardiopulmonary disease
 - 4.7.8. Cardiovascular and pulmonary physiology
 - 4.7.9. Psychosocial issues in diseased patients
 - 4.7.10. Practice performance in cardiopulmonary rehabilitation
- 4.8. The student will be maintaining a **3.0 GPA** in all related courses.
- 4.9. The student will be **required to work** within the program a **minimum of twenty hours per week for twelve weeks (240 hours)** unless special arrangements are made.
- 4.10. Student interns are **expected to carry personal liability insurance** of a minimum of \$200,000 for each claim and \$600,000 annual aggregate. *Proof of insurance is required.*
- 4.11. The student is also expected to maintain appropriate personal health coverage.

SECTION 5. BEHAVIORS

- 5.1. Attends exercise sessions as scheduled. Notifies proper person if unable to attend.
- 5.2. Assists professional staff with setup of exercise area and daily inspection of equipment.



- 5.3.** Assists in supervision of exercise session. Talks with participants. Reports pertinent information concerning participants to the nurse or the exercise leader.
- 5.4.** Maintains strictest confidentiality concerning participants' and families' medical and personal information.
- 5.5.** Reinforces concept of healthy lifestyle by words and actions.
- 5.6.** Assists as directed in emergency situations.
- 5.7.** Attends all staff meetings. If unable to attend, obtains information from meeting minutes or another staff member.
- 5.8.** Other duties as capable and assigned by the professional staff, i.e., leading warm-up exercises, leading cool-down exercises, taking blood pressures, assessing heart rates.
- 5.9.** Upholds the system-wide policies of People First.

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