

## **Child Life Intern Job Description**

### **I. PURPOSE**

To develop the skills used by child life specialists to minimize the negative psychological impact of trauma, hospitalization and illness on patients and families. To develop the skills used by child life to promote a healing environment that addresses emotional and developmental needs of patients and families through assessment, intervention, advocacy and education. To proactively support the efforts that ensure delivery of safe patient care and services and to promote a safe environment at Children's.

### **II. MINIMUM QUALIFICATIONS**

This position requires that the intern:

- Is in their senior year working towards a bachelors or masters degree that will enable them to sit for the certification exam or has meet the educational requirements to sit for the exam.
- Has a minimum GPA of 3.0 overall and a 3.0 in their major.
- Has volunteer/work experience with well children, youth and families.
- Has Volunteer/work experience with children, youth and families experiencing stressful situations, healthcare and/or health issues.
- Hospital experience is preferred. .

### **III. ESSENTIAL JOB DUTIES AND RESPONSIBILITIES**

1. Participates in the implementation of a comprehensive Child Life Program through developing skills in order to assess and implement therapeutic programming for assigned population. (20%)
2. Develops skills to assesses, implement and evaluate the coping needs of patients and families. (20%)
3. Develops skills to assesses, implements and evaluates the preparation and educational needs of patients and families. (20%)
4. Integrates Child Life principles into daily practice. (15%)
5. Develops skills to participate in inter-disciplinary healthcare services to enhance family-centered care. (10%)
6. Develops skills to document and maintain updated patient information pertaining to services provided. (10%)
7. Maintains professional development. (5%)
8. While clinical staff may serve a specific patient population, they have the potential to care for patients within the age population range served at Children's Healthcare of Atlanta. Clinical staff will have competencies that will incorporate age specific guidelines. This age population includes:
  - N = Neonate (less than 30 days)
  - I = Infant (30 days to 1 year)
  - EC = Early Childhood (1-5 years)
  - LC = Late Childhood (5-13 years)
  - A = Adolescent (13-17 years)
  - AD = Adult
  - All = All Ages

### **IV. SYSTEM RESPONSIBILITIES**

1. Demonstrates competence as described in the Children's employee competencies.
2. Practices proper safety techniques in accordance with hospital and departmental policies and procedures. Immediately reports any mechanical or electrical equipment malfunctions, employee/patient/visitor injuries or accidents, or other safety issues to supervisor or Compliance Office.
3. Provides excellent service routinely in interactions with all customers, i.e. coworkers, patients, visitors, physicians, volunteers, etc.
4. Performs other duties and responsibilities as required.

## V. PROFESSIONAL SKILLS

Demonstrates the following skills in accomplishing job duties and responsibilities:

1. Personal organization and time management.
2. Human relations and teamwork.
3. Personal adaptability.
5. Personal motivation.
6. Listening.

## VI. PHYSICAL DEMANDS

<b><u>Hearing/Speaking:</u></b>	Effective communication with patients, staff, and visitors.
<b><u>Standing:</u></b>	<u>30-50 %</u> of the workday.
<b><u>Sitting:</u></b>	<u>30-50 %</u> of the workday.
<b><u>Walking:</u></b>	<u>30-50%</u> of the workday.
<b><u>Climbing:</u></b>	<u>0-5 %</u> of the workday.
<b><u>Pushing/Pulling:</u></b>	<u>5 %</u> of the workday.
<b><u>Bending/Stooping:</u></b>	<u>10-30 %</u> of the workday.
<b><u>Lifting:</u></b>	<u>10-30 %</u> of the workday; Up to <u>20 lbs.</u> independently and up to <u>50 lbs.</u> with assistance

## VII. WORKING CONDITIONS

\*\*\*\*\*Some potential for exposure to blood and body fluids\*\*\*\*\*

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**The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be an exhaustive list of all job duties performed by the personnel so classified.**

### Performance Areas

**Essential Job Duties:** Participates in the implementation of a comprehensive Child Life Program through developing skills in order to assess and implement therapeutic programming for assigned population.

#### Tasks to develop:

1. Assesses and implements therapeutic programming for assigned population.
2. Involves the child and family in the plan of care.
3. Uses play therapeutically to promote healing, coping, mastery, self-expression, control and learning. Selects activities to address individualized needs of patients and families including their developmental, physical, social and emotional needs.
4. Recognizes and responds to symbolic play and alternative forms of communication.
5. Provides interactions and activities to match the developmental and current emotional status of patients and families.
6. Provides normalization activities during hospitalization within a non-threatening and supportive environment (i.e. peer interaction, opportunities for play, and access to playrooms, toys, games, and videos).
7. Participates in special events by identifying appropriate patients, serving as a liaison to volunteer services, and helping to implement programming.
8. Supervises and coordinates volunteers in assigned areas to maximize their use in providing opportunities for play and normalization to patients and families.

**Essential Job Duties:** Develops skills to assess, implement and evaluate the coping needs of patients and families.

**Tasks to develop:**

1. Facilitates adaptive coping strategies for patients and families while respecting their culture beliefs.
2. Identifies patient specific stressors and utilizes stress reduction techniques, such as non-pharmacological pain management, to facilitate adaptive coping.
3. Helps the patient process their fears and/or misconceptions by providing developmentally appropriate interventions.
4. Provides suggested coping strategies individualized for each patient while encouraging healthy adaptation and development of these selected coping mechanisms.
5. Provides parent and staff education regarding the impact of hospitalization on children and developmentally appropriate coping techniques (i.e. positioning for comfort, guided imagery, counting and breathing).
6. Selects and adapts bereavement resources and interventions based on each child's and family's developmental level, emotional status, cultural beliefs, temperament, and learning style.
7. Makes appropriate referrals to outside organizations that provide emotional and developmental support to children and families who are experiencing such needs related to hospitalization, illness and bereavement.

**Essential Job Duties:** Develops skills to assess, implement and evaluate the preparation and educational needs of patients and families.

**Tasks to develop:**

1. Selects and utilizes diagnosis specific teaching tools and preparation equipment appropriate for the population served.
2. Provides developmentally appropriate education regarding diagnosis and treatment.
3. Selects and adapts surgical/procedural preparation materials and interactions, based on patient's and family's developmental level, emotional status, temperament, learning style, and physical abilities.
4. Presents materials in a developmentally appropriate manner that allows for interaction from the patient and family in order to assess further educational needs while addressing misconceptions.
5. Describes sensory experiences, sequence of events, timing, and duration of procedures in developmentally appropriate language.
6. Provides post-procedural support and follow-up to patients and families.

**Essential Job Duties:** Integrates Child Life principles into daily practice.

**Tasks to develop:**

1. Introduces Child Life role and services to families.
2. Creates individualized plan of care based on the Stress Potential Assessment Process.
3. Responds appropriately to patient's and family's emotional cues and behaviors.
4. Sets and maintains appropriate limits with patients and families during hospitalization.
5. Intervenes to help extend or expand play or activities.
6. Recognizes patient's individual qualities or behaviors to promote self-esteem.
7. Includes the patient in all conversations that occur in his presence.
8. Demonstrates sensitivity to parents' concerns and uses the parents as a resource when developing goals and interventions.
9. Provides the patient with appropriate choices and respects the patient's decision.
10. Establishes clear expectations during hospitalization and helps the patient meet these expectations.

**Essential Job Duties:** Develops skills to participate in inter-disciplinary health care services to achieve family-centered care.

**Tasks to develop:**

1. Includes parents as part of the healthcare team.
2. Collaborates with hospital personnel in identifying and managing patient's psychosocial needs, including making appropriate referrals.
3. Participates in unit rounds, patient care conferences and inter-disciplinary rounds.
4. Advocates for the psychosocial needs of patients and families.
5. Educates staff regarding how to provide an environment that addresses the psychosocial needs of patients and families (i.e. family-centered care, developmentally appropriate language and age appropriate coping techniques)
6. Participates in the implementation of department and unit based customer service initiatives.
7. Upholds expectations set forth by JCAHO.

**Essential Job Duties:** Develops skills to document and maintain updated patient information pertaining to services provided.

**Tasks to develop:**

1. Demonstrates knowledge of current charting procedures through clear, concise, timely documentation and chart reviews.
2. Maintains records required for tracking departmental statistics when appropriate.

**Essential Job Duties:** Maintains professional development.

**Tasks to develop:**

1. Demonstrates values of this organization (e.g. integrity, respect, nurturing, excellence and teamwork).
2. Works with the child life staff and the interdisciplinary team to promote excellence in customer service.
3. Follows dress code.
4. Demonstrates punctuality.
5. Demonstrates eagerness and enthusiasm for learning.
6. Demonstrates adaptability and flexibility.
7. Follows through on specific assignments.
8. Demonstrates initiative and motivation.
9. Remains calm under stress.
10. Demonstrates creativity.
11. Adheres to relevant policies and procedures.
12. Advocates for positive change.
13. Self-evaluates provision of child life services as they relate to the job description and makes changes as needed.