Arts in Medicine Graduate Practicum  
Course Number TBA  
Individual Study  
Contact Times and Locations: Online  
Credit Hours: 3

Instructor: Jill Sonke  
Instructor Office Location: McGuire Theatre and Dance Pavilion, room 234  
Office Hours: Monday, Wednesday, Friday 10:00am – noon  
Instructor Contact Information:  
E-mail: jsonke@ufl.edu  
Phone: 352.273.1488

Course Description:

This course will engage the student in focused professional level practice in an established arts in medicine program. The student will undertake 120 hours of work, including arts practice and administration, in an approved healthcare or community program setting, with the goal of preparing for professional arts in medicine practice. Literature review, field research, reflective writing, regular meetings with an approved on-site supervisor and the course instructor, and a culminating paper will deepen the student’s understanding of professional arts in medicine practice.

Objectives:

1. Develop professional-level practical skills in using the arts to address health in healthcare and community settings  
2. Gain experience in and develop understanding of the administrative structures that support arts in medicine programs  
3. Develop the ability to effectively navigate a healthcare or community health program environment  
4. Achieve an advanced level of self-directed practice  
5. Think deeply about and articulate the individual’s approach to facilitating the arts in a health context

Course Format and Content

The course uses an individual contractual format for specific clinical and academic requirements. The general scope and content is as follows:

- Complete all orientation and training as required by the practicum site  
- Complete a minimum of 120 hours of work supervised by an approved supervisor; hours must be undertaken at a pace of 9-12 hours per week, and must include 75% practice and 25% administration
• Keep an online journal that reflects on the work, including a minimum of 2,000 words, or a visual equivalent, per week
• Meet with both the site mentor and the course instructor at least once monthly; meetings may take place in person or via phone or Skype
• Maintain interaction records and conduct ongoing field research and literature review
• Submit a final paper of 4000-5000 words articulating the scope of practice undertaken in the context of current literature and the field. See assignment guidelines for details.

Required Reading


Critical Dates

Critical dates that must be included in the course contract include:
• Approval of practicum plan
• Mentor and instructor meeting dates
• Start and finish dates for practicum hours
• Final paper due date

Course Outline

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<tr>
<th>Component</th>
<th>Activities/Assignments Due</th>
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| Practicum Planning | • Completion of course contract  
|                    | • Approval of the written practicum plan by site supervisor and instructor  
|                    | • Scheduling, orientation and training as required by the healthcare or community site  |
| Practicum Work     | • Ongoing Literature review  
|                    | • 120 hours, 9-12 hours per week, of work at practicum site including 75% practice and 25% administration  
|                    | • Reading: Artists-in-Residence Handbook  
|                    | • Online journaling  
|                    | • Interaction records  
|                    | • Completion of Final Paper per guidelines, including full literature review  |

Policies

Practicum hours:
• Only officially recorded hours will be credited - use the approved manner or recording hours of the institution or a method developed in collaboration with the supervisor and instructor
• All guidelines, policies, and protocols – including confidentiality and consent - of the practicum site must be adhered to in full

Evaluation and Grades

50% of the final grade comes from documentation of 120 hours of on-site work (50 points)
10% of the final grade comes from the online journal (10 points)
30% of the final grade comes from the final paper (30 points)
10% of the final grade comes from meetings with site supervisor and instructor (10 points)

Grading Scale

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<thead>
<tr>
<th>Letter Grade</th>
<th>% Equivalency</th>
<th>GPA Equivalency</th>
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<tbody>
<tr>
<td>A</td>
<td>95-100%</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>92-94%</td>
<td>3.67</td>
</tr>
<tr>
<td>B+</td>
<td>89-91%</td>
<td>3.33</td>
</tr>
<tr>
<td>B</td>
<td>85-88%</td>
<td>3.00</td>
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<tr>
<td>B-</td>
<td>82-84%</td>
<td>2.67</td>
</tr>
<tr>
<td>C+</td>
<td>79-81%</td>
<td>2.33</td>
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<tr>
<td>C</td>
<td>75-78%</td>
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<tr>
<td>C- *</td>
<td>72-74%</td>
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<tr>
<td>D+</td>
<td>69-71%</td>
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<td>65-68%</td>
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<td>D-</td>
<td>62-64%</td>
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Please note that a C- is no longer an acceptable grade for any course in which a 2.0 GPA is required, for example, any course in the major. UF grading policy website: https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx#calculatinggpa

Class Participation/Demeanor Policy

Participation in all aspects of this course is essential to your success. All 120 contracted hours must be undertaken at the approved site in the specified time frame. In the event of illness or other prohibiting circumstances, the student must communicate with the instructor and site supervisor to devise a suitable contingency plan.

It is the student’s responsibility to understand and adhere to all policies and standards for professional conduct at the practice/project site, and to interact with all program participants and site staff in a professional manor.
Written communication and electronic interaction are central to online interaction and learning. Please see the Online Etiquette section of the assignment guide for expectations for written and electronic interactions.

**Communication**

It is the student’s responsibility to communicate with the instructor promptly concerning any circumstances that might effect his or her participation in the course. Please do not let any questions or concerns you have go unattended. It is the instructor’s intention to respond to all e-mail communication within 48 hours, excluding weekends.

**Making Up Work**

Requirements for making up assignments and other work are consistent with university policies that can be found at: [https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx](https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx).

**Students with disabilities**

Students requesting accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.

**Academic Honesty**

All students sign the following statement upon registration at the University of Florida: “I understand that the University of Florida expects its students to be honest in all their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the University.” As instructor for this course, I fully support the intent of the above statement and will not tolerate academic dishonesty. The university’s policies regarding academic honesty, the honor code, and student conduct related to the honor code will be strictly enforced. Full information regarding these policies is available at the following link: [https://catalog.ufl.edu/ugrad/current/advising/info/student-honor-code.aspx](https://catalog.ufl.edu/ugrad/current/advising/info/student-honor-code.aspx).

**University Counseling Services**

Contact information:

**Counseling Center**

- **Address:**
  - 3190 Radio Rd.
  - P.O. Box 112662, University of Florida
  - Gainesville, FL 32611-2662
- **Phone:** 352-392-1575
- **Web:** [www.counsel.ufl.edu](http://www.counsel.ufl.edu)