

## STUDENT CHECKLIST

### For MS in Public Health Microbiology and Emerging Infectious Diseases

#### Field/Laboratory Experience PubH 6016

<http://www.gwumc.edu/sphhs/departments/epibio/fieldlab.cfm>

During the second semester of the MS PHMEID Program Directors (Dr. Jeffrey Sich or Dr. Daniel Hoffman) advise students to meet with the Department of Epidemiology and Biostatistics Field/Laboratory Experience Course Directors, Prof. Ann Goldman and Dr. Amanda Castel.

Activity:	Date Completed:
<b>1. Complete the following prerequisites (usually by Summer of the first year):</b>	
<b>PubH 6003</b> (Principles and Practice of Epidemiology)	
<b>PubH 6004</b> (Environmental and Occupational Health) Co-requisite: can be taken concurrently in the summer semester	
<b>PubH 6245</b> (Infectious Disease Epidemiology)	
<b>MICR 8210</b> (Infection and Immunity)	
<b>MICR 6292</b> (Tropical Infectious Diseases)	
<b>2. Attend the mandatory Orientation for the MS PHMEID Field/Laboratory Experience</b> Training dates can be found on the F/L Experience website. Make sure to RSVP, sign in at the training, and arrive on time	
<b>3. Complete CITI and HIPAA online course and GWU Biosafety Training</b> (make sure to save CITI certificate, and print a copy for your records). <b>GWU Biosafety training</b> will be offered every semester for MS students but they can also attend the Medical Center training as well. Training dates are announced via the SPHHS and MS student listervs.	
<b>4. Schedule an appointment with Field/Laboratory Experience Course Director (CD)</b> and meet to discuss the requirements and your interests.	
<b>5. Choose an activity and Site Preceptor (SP)</b> with assistance from CD or using other resources.	
<b>6. Meet with the potential Site Preceptor</b> – to discuss potential projects. Once agreed upon, begin the process of planning your project.	
<b>7. Register for the Field/Laboratory Experience Course (PubH 6261)</b> A Registration Transaction Form (RTF) must be completed in order to register and be signed by the CD. In addition to the field/lab experience, students have the option to attend PubH 6261, the Epidemiology and Biostatistics Skills Building Seminar which is a 7 week course generally offered in the Fall and Spring semesters. Registration for PubH 6261 is not necessary.	
<b>8. Complete the Field/Lab Experience Contract</b> (see course syllabus for template) and turn it into the CD (It should be signed by you and your site preceptor).	
<b>9. If you are working with personal health data</b> , please ensure you are covered by the agency where you are working and are covered by the agency's rules regarding working with personal data.	
<b>10. Begin the Field/Laboratory Experience and log your 120 hours.</b> These must be certified at least once every two weeks by your Site Preceptor. The student should keep their own log.	
<b>11. Upon completion of the Field/Lab Experience</b> – write a report (see course syllabus for Template). Complete the Student Performance Evaluation form (available online). Turn the report in to the CD unless you are doing your Final Project on the same topic in which case the final paper for the Final Project can also serve as your paper for the Field/Lab Experience Course. Turn in the log documenting the 120 hours of work, which has been signed by the SP.	
<b>12. You may choose to continue with your Final Project at your Field/Laboratory Experience site. If you do, please advise the Program Director. If you decide you would like to do the Final Project at a different site, please work with the PD to identify a new site for your final project.</b>	