



### **Child Life and Education Internship Program**

Thank you for your interest in the Child Life and Education Program at MetroHealth. We are proud of our long-established Child Life and Education Program, started by the legendary Emma Plank in 1955. Our program serves pediatric patients and their families throughout MetroHealth. We offer a sixteen-week, full-time internship, for a total of 640 hours. Our program is designed for university affiliated students who are seeking to enter the child life profession. Interns will orient throughout the hospital and complete rotations in specified areas. The goal is for students to grow from observing and reflecting on the work of the Certified Child Life Specialists (CCLS) to working with increased independence, all leading to working in a professional role as a child life specialist.

### **Application Requirements**

- 1) Complete the Internship Readiness Common Application found on [www.childlife.org](http://www.childlife.org). Detailed instructions on how to complete the application can be found in the guide [here](#).
- 2) Create one PDF, including the following documents, in this order:
  - In-progress or completed Eligibility Assessment
  - Internship Readiness Common Application
  - Unofficial transcriptsA tutorial video on how to combine these into one document can be found [here](#).
- 3) Name the completed PDF using the following format:
  - Last Name, First Name, Session applying for (Fall or Winter-Spring), Year applying for
  - Example: Chupnick, Jessica, Fall, 2025
- 4) Send the completed PDF to [childlife@metrohealth.org](mailto:childlife@metrohealth.org). The email subject line should include the following:
  - Last Name, First Name, Session applying for (Fall or Winter-Spring), Year applying for
  - Example: Chupnick, Jessica, Fall, 2025
- 5) Applicants are required to complete an in-person practicum under the direct supervision of a Certified Child Life Specialist.

### **Deadlines**

Internship Session	Application Deadlines	Initial Offer Dates	Acceptance Date
Winter/Spring 2025	September 6, 2024	October 8, 2024	October 9, 2024
Fall 2025	March 24, 2025	May 6, 2025	May 7, 2025
Winter/Spring 2026	September 5, 2025	October 7, 2025	October 8, 2025

*For additional information or questions regarding the MetroHealth Child Life Internship, please contact the Child Life and Education team at [childlife@metrohealth.org](mailto:childlife@metrohealth.org) or 216-778-1213.*



### **Steps in the Application Process**

- 1) Applications are reviewed by Child Life and Education manager.
- 2) Should a candidate's application move forward, they will receive an email sent to the email address listed on their application, requiring a copy of their final practicum evaluation.
- 3) After our student committee's review of applications and practicum evaluations, a select number of candidates will be notified and invited to participate in a virtual interview.
- 4) One candidate will be offered an internship utilizing the dates defined by the Association of Child Life Professionals as listed on page 1 of this application.
- 5) Upon offer and acceptance, the candidate will work with Child Life and Education manager to confirm or establish an affiliation agreement between their university and our hospital. This affiliation agreement is required to begin the internship.

### **Additional Information**

- 1) Applications that do not follow the directions listed above will **not** be reviewed or considered.
- 2) Incomplete or late applications will **not** be reviewed or considered.
- 3) Upon initial application review, the completed PDF is the only component that will be considered. No additional documentation will be required or reviewed at this point.
- 4) While it is required to complete an in-person practicum under the direct supervision of a Certified Child Life Specialist, it is preferred that it is completed in a hospital setting. We have found that this provides our child life interns with a strong foundation for a hospital-based child life internship.
- 5) There is no internship fee for students required from MetroHealth.
- 6) Parking and housing are at the expense of the students.