Thank you for your interest in the Student Internship Program with the Kentucky Department for Public Health!

If you are interested in an opportunity in our Practicum Catalog, please click the link below and fill out the Student Application:

https://ky.readyop.com/fs/4mvX/8bca

If you are interested in learning more about our department, click the link below to visit our website:

https://chfs.ky.gov/agencies/dph
PROJECT TITLE: Lab Safety and Compliance

HOST SITE SUPERVISOR: Robin Cotten

DIVISION: Laboratory Services
BRANCH: Quality Compliance and Safety
SECTION: n/a

STUDENT LEVEL: Bachelors
HOURS/ SCHEDULE: Full/ Part Time/ Flexible

NUMBER OF STUDENTS: 2
SETTING: In-person/ Hybrid
START DATE: 05/31/2022
END DATE: 08/04/2022

PROJECT DESCRIPTION
This internship will focus on laboratory compliance and safety, with exposure to laboratory testing processes. Interns will help inventory all of our lab’s Chemical SDS into a master electronic documented control system, such as iPassport and/or WASP system. They will also be responsible for tracking and cataloging safety reports with a unique identifying number by years into a system such as iPassport or a similar system. This could extend to non-conformance reporting, QA, equipment lists, etc.

Note* Individuals interested in high level laboratory safety would be ideal candidates. Those that are looking for positions in hospitals would greatly benefit from the exposure to the accreditation standards that DLS is required to meet.

GOALS OF THIS PROJECT
- Streamline and organize inventory systems focusing on chemicals, supplies and reagents.
- Assist the division with increasing the efficiency of document control system, iPassport.
- Direct real-time assessment of laboratory procedures, safety and compliance efforts.
- Understand expectations of a College of American Pathologists accredited laboratory.

SKILLS
Required
- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

Recommended
- Statistical Software
- Study Design
- Data Aggregation

Apply: https://ky.readyop.com/fs/4mvX/8bca
**PROJECT TITLE:**
Develop FPEM Guide

**HOST SITE SUPERVISOR:** Shelley Wood

**DIVISION:** Women's Health
**BRANCH:** Kentucky Family Planning
**SECTION:** Family Planning

**START DATE:** 09/01/2022
**END DATE:** 12/31/2022

**PROJECT DESCRIPTION**
Intern needed to assist with the development of a booklet that will be used as a family planning guide to inform clients/patients on recommended methods of contraception. Booklet will obtain information on reproductive health and additional information for Title X expectations. Intern will learn to work independently on a project, and in the end will learn how to lead a project. This project will be used by Title X agencies across the Commonwealth.

**GOALS OF THIS PROJECT**
- Create a family planning guide.
- Develop project management/leadership skills.
- Other tasks and duties as assigned.

**SKILLS**

**Required**
- Microsoft Office (Word, PowerPoint, Outlook)
- Excel
- Administrative
- Community Based Experience
- Communications

**Recommended**
- Legislative and Policy Related Experience
- Nursing/Medical
- Matching

Apply: [https://ky.readyop.com/fs/4mvX/8bca](https://ky.readyop.com/fs/4mvX/8bca)
PROJECT DESCRIPTION
The Division of Public Health Protection and Safety (PHPS), Division Office, is seeking an intern to assist with efforts to improve the PHPS Environmental Health workforce activities and operations.

GOALS OF THIS PROJECT
- Assist efforts under way to change the position descriptions for Public Health Protection and Safety (PHPS).
- Assist efforts to implement a Registered Sanitarian apprenticeship program.
- Coordinates, evaluates, develops and implements activities pertaining to workforce development for PHPS.
- Assists in coordinating environmental leadership meetings with PHPS and Local Health Departments.
- Evaluates and compiles data reports to assess program effectiveness.
- Participates in material development and strategic execution as needed. Provides assistance and consults with local, state and federal officials through complex problems and public health concerns in areas of environmental health operations, disaster response, training and reports.

SKILLS
Required
- Microsoft Office (Word, PowerPoint, Outlook)
- Excel
- Communications

Recommended
- Geographic Information System (GIS)
- Community Based Experience

Apply: https://ky.readyop.com/fs/4mvX/8bca
**PROJECT TITLE:** Implementation of the WASP System for the Management of the Division of Laboratory Services (DLS) Chemicals

**HOST SITE SUPERVISOR:** Robin Cotten

<table>
<thead>
<tr>
<th>DIVISION:</th>
<th>Laboratory Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>BRANCH:</td>
<td>Quality Compliance and Safety</td>
</tr>
<tr>
<td>SECTION:</td>
<td>Safety</td>
</tr>
<tr>
<td>START DATE:</td>
<td>05/31/2022</td>
</tr>
<tr>
<td>END DATE:</td>
<td>08/04/2022</td>
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</tbody>
</table>

**GOALS OF THIS PROJECT**

- Implement the web based WASP inventory management system to efficiently and accurately track DLS chemicals.
- Maintain an accurate itemized inventory tracking system to effectively and efficiently manage the DLS chemicals.
- Reduce time consumption of manual entries for chemical inventories with the replacement of a time savings efficient web based system.
- Avoid chemical shortages and waste due to errors in manual tracking and monitoring of DLS chemicals.
- Streamline the DLS chemical inventory and assets by creating one consistent unified laboratory wide accessible chemical inventory and Safety Data Sheet management system for the DLS.

**SKILLS**

**Required**
- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

**Recommended**
- Statistical Software
- Communications
- Data Aggregation
- Clean-up/Standardization of Data Bases
- Matching

Apply: [https://ky.readyop.com/fs/4mvX/8bca](https://ky.readyop.com/fs/4mvX/8bca)
**PROJECT TITLE:** Communications Specialist for Kentucky Prescription Assistance Program  
**HOST SITE SUPERVISOR:** Jennifer Toribio

**DIVISION:** Prevention and Quality Improvement  
**BRANCH:** Health Care Access Branch  
**SECTION:** Kentucky Prescription Assistance Program  
**START DATE:** 08/15/2022  
**END DATE:** 12/31/2022

**GOALS OF THIS PROJECT**
- Spread awareness of the KPAP program to the citizens of the Commonwealth.  
- Utilize Canva and Tableau to create social media posts and data presentations.

**PROJECT DESCRIPTION**
The Kentucky Prescription Assistance Program (KPAP) is in need of help to spread the word about KPAP services across Kentucky. This internship would involve using software like Canva and Tableau to help us create social media posts and data presentations that will enhance the public’s awareness and understanding of KPAP. Intern would have the flexibility to work from home and create their own schedule.

**SKILLS**
- **Required**  
  - Microsoft Office (Word, PowerPoint, Outlook)  
- **Recommended**  
  - Excel  
  - Statistical Software  
  - Communications

**NUMBER OF STUDENTS:** 1  
**SETTING:** In-person/ Hybrid

**HOURS/ SCHEDULE:** Full/ Part Time/ Flexible

Apply: [https://ky.readyop.com/fs/4mvX/8bca](https://ky.readyop.com/fs/4mvX/8bca)
**PROJECT TITLE:**
Health Equity and Public Health

**HOST SITE SUPERVISOR:**  Nikkei Weiss

**DIVISION:**  Office of Health Equity  
**BRANCH:**  Office of Health Equity  
**SECTION:**  n/a

**START DATE:**  09/01/2022  
**END DATE:**  12/16/2022

**STUDENT LEVEL:**  Associate or Bachelors  
**NUMBER OF STUDENTS:**  1  
**SETTING:**  In-person/ Hybrid

**HOURS/ SCHEDULE:**  Part Time/ Flexible  
**SKILLS**  
**Required**  
- Microsoft Office (Word, PowerPoint, Outlook)  
- Excel  

**Recommended**  
- Community Based Experience  
- Communications  
- Literature Review/Search

**GOALS OF THIS PROJECT**
- Know how to review applications for an RFA as well as write applications.
- Make a basic map with Tableau.
- Give a 10 min presentation at end of the semester detailing what they've learned.
- Understand health equity vocabulary and definitions and well as basic definitions of public health concepts.

**PROJECT DESCRIPTION**
The Health Equity Branch seeks an intern to work on tasks related to harm reduction / syringe services programs (SSPs), community health worker (CHW) programs, and data collection and analysis. At the end of the semester-long internship, the intern will be able to write and review a request for applications (RFA), write an application for a RFA, understand health equity vocabulary and definitions, understand basic definitions of public health concepts (e.g. epidemiology, harm reduction, etc.), make a basic map with Tableau, and give a 10 minute presentation to the HEB detailing what they've accomplished.

Apply:  [https://ky.readyop.com/fs/4mvX/8bca](https://ky.readyop.com/fs/4mvX/8bca)
PROJECT TITLE:
Newborn Screening Testing

HOST SITE SUPERVISOR:  Daren Sevier

DIVISION: Laboratory Services
BRANCH: Quality Compliance and Safety
SECTION: n/a
START DATE: 05/31/2022
END DATE: 08/04/2022

STUDENT LEVEL: Bachelors/ Masters/ Doctorate
HOURS/ SCHEDULE: Full/ Part Time/ Flexible
NUMBER OF STUDENTS: 1
SETTING: In-person

PROJECT DESCRIPTION
This internship will provide a full, hands-on testing role in the Newborn Screening Branch. The Molecular and Biomedical Engineering Section of the Molecular and Clinical Chemistry Branch, Division of Laboratory Services (DLS), performs tandem mass spectrometry analysis, real-time polymerase chain reaction analysis and DNA mutation analysis for the KY Newborn Screening Program. This position will be learning to perform testing for inborn errors of metabolism, in which state-of-the-art technology is used to detect genetic disorders in newborns before they exhibit symptoms. The candidate will perform high complexity testing, including molecular testing by polymerase chain reaction (PCR), tandem mass spectrometry and DNA mutation analysis, as well as automated immunoassays, which are routine testing assays. Candidates will be exposed to stringent laboratory accreditation requirements of both the College of American Pathologists (CAP) and Clinical Laboratory Improvement Amendments (CLIA).

GOALS OF THIS PROJECT
- Receiving, access quality, accessioning and punching newborn screen dried blood spot specimens.
- Preparing specimens and instrumentation for testing, running quality control and calibrations, performing routine daily, weekly and monthly maintenance. Troubleshooting and requesting service.
- Performing testing for endocrine, metabolic, Cystic Fibrosis mutation analysis, validation, comparison, linearity studies.
- Analyze data and learn basic skills such as safety, pipetting, reconstituting and good laboratory practices.

SKILLS
Required
- Microsoft Office (Word, PowerPoint, Outlook)

Recommended
- Excel
- Statistical Software
- Communications
- Descriptive Statistics

Note* DLS provides full laboratory training for an incumbent of this internship. No previous testing experience is required.

Apply: https://ky.readyop.com/fs/4mvX/8bca
## PROJECT TITLE:
Rebuilding the Access and Functional Needs (AFN) Program

**HOST SITE SUPERVISOR:** Teddy Slone

<table>
<thead>
<tr>
<th>DIVISION:</th>
<th>BRANCH:</th>
<th>SECTION:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Health Protection and Safety</td>
<td>Emergency Preparedness and Response</td>
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</table>

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<th>START DATE:</th>
<th>END DATE:</th>
</tr>
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<tbody>
<tr>
<td>Bachelors/ Masters</td>
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<td>08/15/2022</td>
<td>12/31/2022</td>
</tr>
</tbody>
</table>

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<thead>
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<th>SETTING:</th>
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</thead>
<tbody>
<tr>
<td>Full/ Part Time/ Flexible</td>
<td>In-person</td>
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</table>

### GOALS OF THIS PROJECT
- Utilizing the Kentucky Outreach and Information Network (KOIN) to develop targeted messaging, quarterly newsletters and updating contact information.
- Attend meetings and assist with meeting minutes, agendas, sign-in sheets and presentations.
- Re-establish the AFN network and re-engage partners.
- Identify Kentucky’s point of contacts for the state-wide AFN Resource Library.
- Assist with data collection and analysis utilizing the Ports data entry system.
- Assist with the Homelessness Support Grant
- Other duties as assigned.

### SKILLS
**Required**
- Microsoft Office (Word, PowerPoint, Outlook)

**Recommended**
- Administrative
- Community Based Experience
- Communications

Apply: [https://ky.readyop.com/fs/4mvX/8bca](https://ky.readyop.com/fs/4mvX/8bca)
PROJECT TITLE: Validating Assays/Methods on Liquid Chromatography Mass Spectrometry/Mass Spectrometry (LCMS/MS)

HOST SITE SUPERVISOR: Bebin Shrestha

DIVISION: Laboratory Services
BRANCH: Preparedness and Environmental
SECTION: Environmental Chemistry

STUDENT LEVEL: Bachelor or Masters
NUMBER OF STUDENTS: 1
SETTING: Virtual or Hybrid

START DATE: As soon as possible
END DATE: 06/30/2023

PROJECT DESCRIPTION
Intern needed to help transition extraction and test methods from Gas Chromatography Mass Spec to LCMS/MS.

The typical lab schedule is Mon-Fri 8-4:30 with a 1 hour lunch but any combination of hours can be considered as long as the schedule is consistent week to week.

GOALS OF THIS PROJECT
- To validate the USDA/FSIS T022 (TOX 2) method for detecting drug metabolites in meat products, pesticide testing of fruits and vegetables for the FDA and drugs of abuse in wastewater.

SKILLS
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<th>Required</th>
<th>Recommended</th>
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<tbody>
<tr>
<td>Microsoft Office</td>
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</tr>
<tr>
<td>Excel</td>
<td>Literature Review/ Search</td>
</tr>
<tr>
<td>Study Design</td>
<td>Data Aggregation</td>
</tr>
<tr>
<td>Sampling Methodology</td>
<td>Clean-up Standardization of Data</td>
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<tr>
<td></td>
<td>Matching</td>
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<td>Descriptive Statistics</td>
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<td>Evaluation Methodology</td>
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</tbody>
</table>

Apply: https://ky.readyop.com/fs/4mvX/8bca
In coordination with the Emergency Preparedness and Response Branch, the Mitigation Unit is leading a significant revision to Kentucky’s Medical Countermeasures (MCM) Plan. This plan identifies the roles and responsibilities of state agencies and collaborating organizations for providing state-level assistance to local jurisdictions and compliments their existing distribution and dispensing capabilities during the preparedness, response and recovery phases for an incident or event requiring medical countermeasures. Work this fall will focus on the annexes and tools that will be used to support this plan. Annexes remaining to edit: mobile pharmacy, points of dispensing, cold chain management, antiviral distribution and/or rad/nuclear events.

**GOALS OF THIS PROJECT**

- Revise Kentucky’s Medical Countermeasure Plan.
- The revision will include lessons learned from COVID and other responses over the past years. It will enable state agencies and their partners to effectively deliver critical MCM materials to the site of an emergency, reducing potential loss of life and improving community recovery. The goals are to enhance current processes to gather better data that will be utilized for future responses.

**SKILLS**

**Required**
- Microsoft Office
- Excel

**Recommended**
- Statistical Software
- Geographic Information System
- Administrative
- Community-Based Experience
- Communications
- Literature Review/Search

Apply: [https://ky.readyop.com/fs/4mvX/8bca](https://ky.readyop.com/fs/4mvX/8bca)
Filled Positions
PROJECT TITLE:
Rapid Response Team Development

HOST SITE SUPERVISOR: Brooke Spillman

DIVISION: Public Health Protection and Safety
BRANCH: Food Safety
SECTION: n/a

STUDENT LEVEL: Ideally for MPH student
NUMBER OF STUDENTS: 1

HOURS/ SCHEDULE: Part Time/ Flexible
SETTING: In-person/ Hybrid
START DATE: 8/15/2022
END DATE: 8/15/2023

PROJECT DESCRIPTION
Student will have the opportunity to assist with the following:
1. Monitor food complaint system. Note patterns or commonalities that may indicate potential outbreak situations.
2. Participate in RRT calls, trainings and meetings. Assist with meeting minutes during calls and meetings. Collaborate and network with each agency involved in the RRT. Learn the roles for each agency with the RRT. Assist in developing and editing Standard Operating Procedures (SOPs) for the RRT.
3. Work within the EHC grant to enter data collected during environmental assessments. Analyze data from environmental assessments.
4. Other EHC activities as assigned.

GOALS OF THIS PROJECT
The goal of this project is to fully transition the Rapid Response Team (RRT) from the development phase to the maintenance phase, and continue maintenance of the program. This will help the branch meet grant requirements and goals, while also leading to other possible grant funding. The student will benefit by developing professional skills such as inter and intra-agency communications, project development and analysis, and grant development and maintenance.

SKILLS
Required
- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

Recommended
- Communications
- Data Aggregation
- Clean-up/Standardization of Data Bases
- Matching

Apply: https://ky.readyop.com/fs/4mvX/8bca
PROJECT TITLE: Policies to Address Physical Activity

PROJECT DESCRIPTION
The United States has a very car centric culture. Policies and guidelines put in place for issues like pedestrian safety or land-use policies can discourage active transportation such as walking and bicycling. This internship is an opportunity to do a policy scan of state and local policies, guidelines, and practices that discourage walking and bicycling. The resulting report will be shared with the Kentucky Transportation Cabinet's walking and bicycling program.

Note* While hours are flexible, intern should have some time during normal working hours to meet with their supervisor 8:00 - 4:30. Additionally, some on-site meetings will be required.

GOALS OF THIS PROJECT
- Identify and describe policies that discourage and promote active transportation at the state level.
- Identify and describe policies that discourage and promote active transportation in a select number of local communities.
- Create a spreadsheet of policies.
- Create a document with recommendations and best practices.
- Participate in walk/bike meetings with the Active Transportation Program Administrator.

SKILLS
- Required
  - Microsoft Office (Word, PowerPoint, Outlook)
  - Literature Review/Search
- Recommended
  - Excel
  - Legislative and Policy Related Experience
  - Study Design
  - Data Aggregation
  - Descriptive Statistics
  - Evaluation Methodologies

Apply: https://ky.readyop.com/fs/4mvX/8bca
PROJECT TITLE: Health Policy Review and Analysis

HOST SITE SUPERVISOR: Julie Brooks

DIVISION: Commissioner's Office
BRANCH: n/a
SECTION: n/a
START DATE: 05/02/2022
END DATE: 08/31/2022

STUDENT LEVEL: Undergraduate/Master
NUMBER OF STUDENTS: 1
SETTING: Virtual/In-Person

GOALS OF THIS PROJECT
- Assist the Department’s Policy Specialist with review, analysis and filing of public health regulations.
- Assist the Policy Specialist with convening meetings between internal staff and external stakeholders to discuss potential changes and impacts of regulations, legislation and other policy impacts.
- Attend meetings within the department and cabinet as needed.
- Assist with policy and impact analysis from surrounding states.

SKILLS
Required
- Microsoft Office (Word, PowerPoint, Outlook)

Recommended
- Excel
- Legislative and Policy Related Experience
- Administrative
- Communications
- Literature Review/Search
- Descriptive Statistics
- Evaluation Methodologies

PROJECT DESCRIPTION
With this opportunity students will have the opportunity to make real, lasting impacts on policies and regulations in Kentucky. Monthly cabinet-wide meetings for all other individuals in the department of a similar position, so student will get the broader perspective of policy regulations throughout the cabinet. The student will have the opportunity to work with various programs within the Kentucky Department for Public Health (KDPH). For example, the student may assist on tattoo policy regulations in the same week that the student addresses a policy related to maternal and child health. Additionally, the student will assist with policy and impact analysis from surrounding states. Legislative meetings use Zoom, but there is always an option to attend in person.

Apply: https://ky.readyop.com/fs/4mvX/8bca
**PROJECT TITLE:**
Workforce Development Data Assessment/Analysis

**HOST SITE SUPERVISOR**  Lindsey Brewer

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**DIVISION:** Public Health Protection and Safety  
**BRANCH:** NA  
**SECTION:** Division Office

**STUDENT LEVEL:** Undergraduate/ Masters  
**NUMBER OF STUDENTS:** 1  
**SETTING:** Virtual/ In-person/

**START DATE:** 05/30/2022  
**END DATE:** 08/12/2022

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**PROJECT DESCRIPTION**
The student selected for this placement will work directly with workforce development staff to complete essential tasks related to the Workforce Development Cooperative Agreement. This student will gain skills in project management, data analysis, material development and leadership, as well as gain a comprehensive understanding of the roles and responsibilities of the Kentucky Department for Public Health.

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**GOALS OF THIS PROJECT**
- Gather and analyze data related to current public health educational offerings in universities throughout Kentucky. (Environmental Scan)
- Develop educational/informational materials in collaboration with the workforce development team.
- Participate in relevant meetings.

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**SKILLS**

**Required**
- Email Capabilities

**Recommended**
- Microsoft Office (Word, PowerPoint, Outlook)
- Excel
- Legislative and Policy Related Experience
- Administrative

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**Apply:** [https://ky.readyop.com/fs/4mvX/8bca](https://ky.readyop.com/fs/4mvX/8bca)
# Project Title:
Milk Safety Branch Program Enhancement Project

**Host Site Supervisor:** Brian McAnelly

<table>
<thead>
<tr>
<th>Division:</th>
<th>Public Health Protection and Safety</th>
</tr>
</thead>
<tbody>
<tr>
<td>Branch:</td>
<td>Milk Safety</td>
</tr>
<tr>
<td>Section:</td>
<td>NA</td>
</tr>
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<td>Number of Students:</td>
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<td>Start Date:</td>
<td>Open</td>
</tr>
<tr>
<td>End Date:</td>
<td>Open</td>
</tr>
</tbody>
</table>

## Project Description

The student assisting with this project will help the Milk Safety Branch be in compliance with FDA and the Pasteurized Milk Ordinance. The student will have the opportunity to visit farms in Kentucky and assist in developing a test protocol for inspectors to test robotic milking systems. Students will get hands-on, real-world experience both in the office and in the field.

## Goals of This Project

- Help with the development of a robotic milking system test protocol for inspectors to use to test systems on farms in Kentucky.
- Assemble a Policy and Procedure Manual for inspectors and other dairy partners to use in the field.
- Set up training locations, times and criteria for new inspectors to learn more about farm inspection and regulations.

## Skills

**Required**
- Microsoft Office (Word, PowerPoint, Outlook)
- Excel

**Recommended**
- Excel
- Legislative and Policy Related Experience
- Administrative
- Communications
- Literature Review/Search
- Descriptive Statistics
- Evaluation Methodologies

Apply: [https://ky.readyop.com/fs/4mvX/8bca](https://ky.readyop.com/fs/4mvX/8bca)
PROJECT DESCRIPTION
The student would be placed in the syndromic surveillance section to learn how to use the ESSENCE system to monitor incoming records and other information streams to detect trends in what people are seeking care for across the state. The syndromic surveillance system has been used extensively during the COVID-19 pandemic to determine the symptomology and incidence of certain symptoms that have correlated with community burdens of illness. This technology and approach will now be applied to other reportable diseases to allow for tracking and visualization of data. Note* The student will need to supply their own computer and internet connection.

GOALS OF THIS PROJECT
- Learn the ESSENCE system for the design tracking dashboards.
- Design dashboards for diseases that are under mandatory reporting conditions.
- Assist local health department epidemiologists in tracking efforts.
- Examine the environmental, social, and other factors that might be drivers behind the trends for one or more of the diseases investigated for the scholarly report.

SKILLS
Required
- Microsoft Office

Recommended
- Excel
- Statistical Software
- Study Design
- Sample Size
- Epidemiologic
- Literature Review/ Search
- Clean-up Standardization of Data
- Database Matching
- Descriptive Statistics
- Advanced Statistics
- Evaluation Methodology

Apply: https://ky.readyop.com/fs/4mvX/8bca