THE BLOUSTEIN SCHOOL
The Edward J. Bloustein School of Planning and Public Policy was established in 1992 to provide a focus for all of Rutgers’ programs of instruction, research, and service in planning and public policy. Since its inception, the Bloustein School has emerged as one of the nation’s key centers for the theory and practice of planning, public policy, and public health scholarship and analysis.

HEALTH ADMINISTRATION INTERNSHIP PROGRAM
The goal of the Health Administration Internship Program is to create an opportunity for students to deliver administrative services and gain practical real-world experience. The internship program allows students to develop a major project under the guidance of a supervisor, and also connects students with professionals in the field of health administration.

SUPERVISOR REQUIREMENTS
- Possess a master’s degree; or a BS/BA with a minimum of three years of field experience
- Supervise and instruct a student by providing challenging work assignments
- Ensure a safe work environment
- Supervise a minimum of 225 hours of work

U.S. DEPARTMENT OF LABOR INTERNSHIP GUIDELINES
Rutgers University and the Bloustein School comply with all U.S. Department of Labor regulations (Fact Sheet #71), which include the following conditions:
- The intern is not an employee.
- The intern is not guaranteed a full-time position at the conclusion of the internship.
- The internship is unpaid.
- Work performed is central to the intern’s course of study:
  - The intern receives academic credit.
  - Objectives are clearly identified

WHY SHOULD YOUR AGENCY PARTICIPATE?
Internships provide the opportunity to:
- Cultivate innovation
- Lay the groundwork for new research
- Bring new perspectives to your agency
- Motivate, train, and mentor students

Supervisor Guide
Vincent Joseph, Chief Operating Officer at Robert Wood Johnson University Hospital supervised Oluwatosin Ajayi’s project regarding the merger of two hospitals.
OUTCOME-DRIVEN PROJECTS
Previous internship projects have included:
• Scheduling operating rooms at a pediatric hospital
• Engaging donors through social media marketing
• Barriers to isolation compliance in acute care
• Development of a rapid hospital admission program
• Training nursing home staff in a newly-implemented electronic medical record system
• Improving contract management approaches

The internship program links education in the classroom to real world experiences. Together, we can help promote healthy lifestyles, formulate sustainable health systems and ensure the prevention of disease.

For more information please contact:

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Rutgers
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Health Administration Internship Program
Supervisor Guide