

Dear Applicant,

We appreciate your interest in the child life practicum here at Children's Health. This packet is designed to provide you with an overview of the child life department, practicum requirements and answer your questions. We hope that this packet not only answers your questions but provides you with enough information to decide whether our program would be a good fit for your learning style as a student. Please note that we are also looking to find the best fit and student for our program size and structure as well. To find the actual application and access required documents, you must visit the Children's website at www.childrens.com and search "child life practicum."

About the Child Life Department

- Oldest Child Life program in Texas and will be celebrating 50 years in 2024
- Among the largest Child Life programs in the country (66 full time CLS at Dallas)
- The child life department provides services at the Children's Medical Center Dallas and Children's Medical Center Plano
- The child life department includes child life specialists, child life assistants, music therapists, a technology specialist, a special events/arts program coordinator, and the facility dogs
- There are 6 playrooms hospital wide and a therapeutic arts room at Dallas
- There is pet therapy weekly in addition to the in-house facility dogs
- The child life department helps support programming and special visitors through the Red Balloon Network, which is an in-house radio/broadcasting station

Overview of the Practicum

- We offer fall, spring, and summer practicums
- Rotations will be at the Dallas, and Plano campuses
- The practicum is 240 hours, 15 weeks long, 2 days a week, with 2 main rotation placements that are each six weeks long
- The practicum students get to choose the two, consistent days to come during the 15 weeks (students choose from Tuesday, Wednesday, and Thursday)
- The practicum is observational based with hands-on activities being: planning and implementing therapeutic activities in the playroom and at bedside and introducing services and building rapport with patients/families
- The practicum consists of daily student group sessions as well as readings and weekly assignments, therapeutic activities and journals to complete
- Large assignments include: individual stress potential, census stress potential, evidence based practice (EBP) article reviews and portfolio presentation

Application Requirements

Note-there is no application fee to apply to our program. There is also no fee charged to students who are accepted to complete our practicum program.

Note-Our program uses the Southern Association of Child Life Professionals (SACLP) Common Application, Reference Form and Course in Progress Form

- The application and detailed requirements are on www.childrens.com and then search “[Child life practicum](#)”.
- Application deadlines are: January 19, March 29, September 19.
- Applicants must be affiliated with a University throughout the internship. **Note**-at this time, we cannot enter into any new affiliations. See the link on our website of schools we currently have affiliation.
- Applicants must have experience in working with children at the time of applying. **Note**-this experience can be virtual or in person and can include volunteer and/or paid experiences.
- A minimum of a 3.0 GPA in the major is required.
- Two recommendation forms, using the forms on the website must be submitted: one academic and one someone who has observed your work with children.
- Un-official transcripts from all Universities attended must be included. Official transcripts will be required to be submitted if the student is accepted into our internship program.
- Applicants must have completed at least 15 hours of related course work.
 - Applicants must now list 3 of the 5 required courses on the application as the courses listed in the table below.
 - The table below shows the courses the Association of Child Life Professionals (ACLP) will require beginning January 1, 2019, in order for candidates to sit for the Child Life Certification Examination. These requirements go into effect for those taking the certification examination after January 1, 2019. Please view the “2019 eligibility details” document on the ACLP website for more detailed information on this.
 - Note-the 3 required courses can be in progress at the time of the practicum application, but must be completed by the start of the practicum experience.
 - If the courses are in progress at the time of the application, then candidates must submit the SACLP course in Progress Form as listed on the application website.

Min. classes required	Subject	Additional notes/requirements
1	Child Life	Must be taught by a CCLS who meets all ACLP requirements
2	Child Development	Birth-18y
1	Family Systems	
1	Play	
1	Loss/Bereavement or Death/Dying	
1	Research	
3	Additional courses in child life or related content areas	Recommended: Human Anatomy/Physiology, Medical Terminology, Ethics

Application Deadlines:

Children's Health follows the recommend application deadlines and offer dates as agreed upon by other hospitals in the state of Texas, as listed below:

For Practicum Starting:	Application Deadline:	Interviews During:	Applicant Notified By:	Applicant Acceptance By:
Jan.	Sept. 19	Sept./Oct.	2nd Tues in Oct.	24 hours after offer
May	Jan. 19	Jan/Feb.	2nd Tues in Feb.	24 hours after offer
Sept.	March 29	April/May	1st Tues in May	24 hours after offer

Your Application will not be reviewed if:

- It is incomplete.
- It is received later than the required deadline date as listed below.
- You fail to meet one of the requirements as listed above (affiliation, GPA minimum, experience with children and/or incomplete coursework).
- The applicant is not and will not be affiliated with a University on the list on our website that we currently have an affiliation.
- Additional items are included other than what is required above.

**Please do not put photos on your resumes or documents.

Application Review:

- Applications are initially reviewed by the Education Coordinator to ensure they are complete and meet the requirements.
- Applications that meet the requirements are then reviewed by members of the practicum committee, using a screening, and scoring rubric.
- Applicants that move forward in the process will be contacted by a member of the practicum committee via e-mail to schedule a short phone screen, and then evaluated using a screening and scoring rubric.
- The practicum committee and Education Coordinator will then select up to 10 applicants to participate in the formal interview process.
- Following the interviews, offers will be made using the offer dates and process as listed in the chart above.
- Applicants who do not receive an offer can contact the Education Coordinator to request feedback.

Interview Process: Multi-mini-Interviews (MMI)

- Children's Health uses a MMI interviewing format.
- Interviews will be held one to two weeks prior to the offer date. The dates are placed on the website each January for the entire year, so candidates have ample time to ensure they are free on the date, if selected.
- Candidates will be contacted with one date in which all interviews will take place.
- All interviews will be conducted virtually.
- Candidates will choose an afternoon or morning time slot on the given day.
- Up to 5 candidates will come and be interviewed during each time slot.
- The candidates will move through different virtual rooms and participate in short, timed interview sessions with members of the intern committee. Each interview group will end with a virtual tour and overview of the program by the Education Coordinator, followed by a Q&A session.

- The interview is a behavioral interview format where questions will be asked around child development/theory, the candidates experience with children in various settings as well as the candidates experience with working with a team, problem solving, etc.
- A more detailed email will be sent to the candidates prior to the interview date, detailing instructions of where to go and with more details on the flow of the interview session.
- Candidates will be scored based on a scoring rubric and the top candidates will be given an offer.

Frequently Asked Questions:

- Can I still apply for a practicum or internship if I already have a degree? Yes, but you must be affiliated (enrolled) with a University.
- I will graduate before the practicum/internship starts, so I will not be affiliated with a university. Is this okay? No, all candidates must be affiliated.
- I really want to do my practicum at Children's; will I still be eligible for an internship at Children's? No, students can complete a practicum or internship at Children's, not both.
- I am interested in gaining more volunteer experience, what can I do? We recommend volunteering at camps, day care centers, children's hospitals, babysitting, etc.
- I completed a practicum at my university child development center; will this suffice for the child life practicum? No, a practicum must be conducted under the supervision of a Certified Child Life Specialist.

Application check list:

- Completed online Practicum Application from the SACLP:
 - [SACLP+Practicum+Application_2023+Updated.pdf \(squarespace.com\)](#)
- Download the application.
- Submit completed application via email to practicumapplications@childrens.com
 - This also includes attaching your ONE PAGE resume (do not submit more than one page), PDF of the SACLP application, unofficial University transcripts, and any course in progress forms.
- For your completed reference forms, use the required form- reference forms must be emailed directly by the person completing the reference by the due dates listed above.

Again, we thank you for the interest in our internship, and wish you nothing but the best of luck on this journey to becoming a Certified Child Life Specialist (CCLS)!

Sincerely,

Lizzy Peterson, MA, CCLS
Education Coordinator

For more information or additional questions, contact:

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Visit websites for current and updated information

www.childlife.org and www.childrens.com