

<b>Internship Title:</b> 340B Compliance Specialist (Intern)		<b>Preceptor Name, Title:</b> Crystal Belvin-Scott, 340B Program Coordinator	
<b>Location (City/Region):</b> DSHS Central Pharmacy Warehouse 1111 W N Loop Blvd Austin, TX 78756	<b>Division, Program:</b> 340B Department		<b>In Person:</b> <input type="checkbox"/> None <input type="checkbox"/> Occasionally <input checked="" type="checkbox"/> Frequently <input type="checkbox"/> Fully
<b>Brief Description</b>			
We would like for the candidate to help develop a process for collecting and receiving data for bench reviews that we will start conducting in the summer. Also help to create any training materials or internal checklists that staff may need when reviewing the data.			
<b>Hours/Week:</b> <input type="checkbox"/> 5 - 10 <input type="checkbox"/> 10 - 15 <input type="checkbox"/> 15 - 20 <input checked="" type="checkbox"/> Variable		<b>Preferred Academic Level:</b> <input type="checkbox"/> Undergraduate <input type="checkbox"/> Masters <input checked="" type="checkbox"/> No Preference	

### Disciplines

<input checked="" type="checkbox"/> Research/Data Analytics	<input type="checkbox"/> Epidemiology	<input type="checkbox"/> Health Promotion
<input type="checkbox"/> Communication/Marketing	<input checked="" type="checkbox"/> Program Evaluation	<input type="checkbox"/> Health Administration
<input type="checkbox"/> Environmental Health	<input type="checkbox"/> Biostatistics	<input type="checkbox"/>
<input checked="" type="checkbox"/> Policy Analysis and Development	<input type="checkbox"/> Other: Click or tap here to enter text.	

### Internship Details

<b>Intern Activities</b>
<ul style="list-style-type: none"> <li>Review completed surveys</li> <li>Document concerns in excel</li> <li>Track survey completion status</li> </ul>
<b>Intern Deliverables</b>
<ul style="list-style-type: none"> <li>Pilot the quarterly review process</li> <li>Procedure for collecting and receiving data</li> <li>Create a power point presentation for quarterly and bench review process.</li> <li>Draft a procedure and or policy for quarterly and bench review process.</li> </ul>

As part of an end-of-semester celebration of the interns, the intern will give a brief PowerPoint or poster presentation of their project and experience to an audience of DSHS staff and university partners.

### Applicant Qualifications

<b>Required</b>	<b>Skill</b>
	<input checked="" type="checkbox"/> Microsoft Office: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Word</li> <li><input checked="" type="checkbox"/> Excel</li> <li><input checked="" type="checkbox"/> PowerPoint</li> </ul>
	<input type="checkbox"/> Statistical Analysis applications (SPSS, STATA, etc.)
	<input type="checkbox"/> Tableau or similar applications
	<input type="checkbox"/> Other software applications
	Academic Level Click or tap here to enter text.
Any other skills required (soft or technical) Click or tap here to enter text.	
<b>Preferred</b>	<b>Skill</b>
	<input checked="" type="checkbox"/> Microsoft Office: <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Word</li> <li><input checked="" type="checkbox"/> Excel</li> <li><input checked="" type="checkbox"/> PowerPoint</li> </ul>
	<input type="checkbox"/> Statistical Analysis applications (SPSS, STATA, etc.)
	<input type="checkbox"/> Tableau or similar applications
	<input type="checkbox"/> Other software applications Click or tap here to enter text.
	Academic Level Click or tap here to enter text.
Any other skills required (soft or technical) Organization, independence and written and verbal communication.	

### Application Instructions

Qualified and interested applicants must submit the following items to the contact below:

<input checked="" type="checkbox"/> Application	<input checked="" type="checkbox"/> Letter of Interest	<input type="checkbox"/> Other documents: Click or tap here to enter text.
<input checked="" type="checkbox"/> Resume	<input type="checkbox"/> Writing Sample	

### Contact Information

<b>Contact Name and Information</b>	Name: Craig Gilden Credentials: MEd Title: Education Coordinator Email: internships@dshs.texas.gov
-------------------------------------	-------------------------------------------------------------------------------------------------------------