



Jami Goodrum Schwartz
Director

WRIGHT COUNTY HEALTH & HUMAN SERVICES

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Guidelines for Student Clinical/Internship Requests

- Preference will be given to students living in Wright County.
- Preference may be given to students currently enrolled at local schools, or schools within Minnesota.
- A written agreement/contract must be in place between Wright County and the college/university before the student will be accepted.
- Requests will be considered on a first come, first serve basis.
- Nursing Clinical Placements will be considered on a case by case basis. During fall and spring semester, clinicals may not exceed 40 clinical hours per semester. Summer semester placement for nursing students will be evaluated year by year.
- Community Health Internships will be considered in a range of 200-450 hours. Requests for less than 200 hours will be considered on a case by case basis.
- The following dates will serve as guidelines in making placement decisions. Requests outside this timeline will be addressed on a case by case basis.
 - Fall Semester- request must be received by June 1
 - Spring Semester- request must be received by November 1
 - Summer Semester- request must be received by March 1
- An interview may be requested before accepting a nursing clinical student. Interviews are required for Community Health Internships.
- Requests must include:
 - Completed Request for Placement form
 - Resume and cover letter
 - Course syllabus that includes course expectations and requirements
 - End of experience evaluation requirements
- Written and verbal contact from the school instructor is required before placement.
- We reserve the right to deny placement on the premise that we do not have the capacity or time to complete the contractual process.