

Undergraduate Health Leadership Initiative
Summer Internship Program

Qualidigm
16 Association Drive
Manchester ME 04351



About the Organization

QUALIDIGM is a non-profit regional health improvement collaborative and consulting organization that brings together consumers, providers, payers and government to transform health and healthcare in Maine and across New England by leading, collaborating and aligning improvement efforts.

With over 50 years of experience, Qualidigm provides the capacity to lead and delivery comprehensive, cost-effective, coordinated healthcare quality improvement services across New England and the country. The expertise present spans the entire healthcare continuum, with deep knowledge and experience in a variety of clinical settings including ambulatory care, hospitals, long term care facilities and home health services.

Internship Title

Experience Small Non-profit Health Care in Action

Mentor

Joan Orr

Work location

16 Association Drive
Manchester ME 04351

Time Commitment

20-30 hrs/week for 6-8 weeks, schedule has flexibility and will be finalized with intern. Start date in June 2020; dates flexible

Internship Description

QUALIDIGM is currently seeking a student with an interest in Health education, community outreach, social marketing, project management, contract administration and/or non-profit finance/funding. This internship will be guided by the interests and educational focus of the intern and QUALIDIGM's plan to develop the ECHO model as described below. The internship will provide the student with exposure to many of the functions of a small non-profit, including the various practice transformation and quality improvement work, membership, fund development activities, marketing and operations.

This position will be based at the Qualidigm office in Manchester, ME, but the intern will also have occasional interaction with staff members from the offices of Qualidigm in CT.

Project ECHO (Extension for Community Healthcare Outcomes) is a collaborative model of medical education and care management that empowers clinicians, their teams and communities everywhere to provide better care to more people, right where they live. The ECHO model™ does not actually "provide" care to patients. Instead, it dramatically increases access to specialty treatment in rural and underserved areas by providing front-line staff and leaders with the knowledge and support they need to manage patients with complex conditions such as: hepatitis C, HIV, tuberculosis, chronic pain, endocrinology, behavioral health disorders and many others and to transform healthcare thru quality improvement and payment reform.

Knowledge, Skills, Abilities and Qualifications

Required –

- Professional appearance and demeanor
- Comfortable meeting people in different professional/settings
- Strong interpersonal skills ot work with a variety of staff positions
- Initiative to work well independently on assignments
- Proficiency with Microsoft Office – Word, PowerPoint, Excel

Preferred –

- Experience with health care topics and public health messaging
- Experience with communications and social marketing methods
- Experience with social medial channels and messaging

Rate of Pay

\$12/hr

Housing Provided?

No

Other Logistical Issues to be Considered (i.e. travel to meetings or conferences)

Housing is not provided. Transportation is required to/from QUALIDIGM office at intern expense.

Physical Demands: Ability to operate a computer, printer, fax machine, photocopier and use telephone communication devices.

Must be able to transport him/herself to external meetings and events. Must be able to lift up to 20 lbs.

Work Environment: The primary location of this positions is a typical office environment, located in Manchester. However, the responsibilities may require running errands, traveling to Qualidigm facilities, meetings, conferences, trainings, etc., that require an individual to be in various public places.

Additional Note about the Position

This internship may require you to:

- Work with internal staff and external partners
- Participate in development of ECHO sessions
- Support practice facilitator's work
- Support marketing
- Support finance and contract management functions
- Support on-line learning management
- Research best practices in health care
- Support strategic planning work