



CLINICAL INTERNSHIP ACCREDITATION Content Reviewer Eligibility Requirements Checklist

To be considered for a position as a Clinical Internship Accreditation Content Reviewer, applicants must meet the following requirements:

- Child Life Certification (current and maintained throughout assigned review period)
- Association of Child Life Professionals membership (current and maintained throughout assigned review period)
- 8 years (minimum) paid experience as a CCLS (or equivalent of 16,000 hours)
- Experience in leadership or internship coordination inclusive of:
 - Performance management/oversight
 - Feedback and skill development
- Strong communication skills (both written and verbal)
- 2 completed recommendation forms, one of which must be from a direct supervisor
- Minimum 3 year commitment

	Expectations
Year 1	Specific education and training from the Internship AOC
Year 2	Independent reviewer with support from the Internship AOC
Year 3	Independent reviewer with expectation to mentor and train new reviewers

Reviewers must agree to:

- Complete clinical internship accreditation reviewer training
- Disclose conflicts of interest and avoid dual relationship(s) or ethical dilemma(s)
- Maintain the confidentiality of information reviewed (identity of reviewers will be blinded to the internship accreditation applicants)
- Sign documentation including Confidentiality Statement, Letter of Agreement, and Conflict of Interest



**CLINICAL INTERNSHIP ACCREDITATION
Reviewer Application Form**

Name of Applicant:	Title:	
Child Life Certification # (ID#):	CLC Membership: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Mailing Address:	Preferred Phone:	
	Pager:	
	Fax:	
	Email address:	

CHILD LIFE WORK EXPERIENCE	
Name of Hospital/Institution:	
Date of Employment:	Title:
Name of Hospital/Institution:	
Date of Employment:	Title:
Name of Hospital/Institution:	
Date of Employment:	Title:
Name of Hospital/Institution:	
Date of Employment:	Title:
Name of Hospital/Institution:	
Date of Employment:	Title:

LEADERSHIP WITHIN INTERNSHIP EXPERIENCE (as internship coordinator or rotation supervisor)	
Name of Hospital/Institution:	
Date of Internship Role:	Title of Internship Role:
Internship Role Description:	
Name of Hospital/Institution:	
Date of Internship Role:	Title of Internship Role:
Internship Role Description:	
Name of Hospital/Institution:	
Date of Internship Role:	Title of Internship Role:
Internship Role Description:	
Name of Hospital/Institution:	
Date of Internship Role:	Title of Internship Role:
Internship Role Description:	

LEADERSHIP EXPERIENCE	
Name of Hospital/Institution:	
Date of Leadership Role:	Title of Leadership Role:
Leadership Role Description:	
Name of Hospital/Institution:	
Date of Leadership Role:	Title of Leadership Role:
Leadership Role Description:	
Name of Hospital/Institution:	
Date of Leadership Role:	Title of Leadership Role:
Leadership Role Description:	
Name of Hospital/Institution:	
Date of Leadership Role:	Title of Leadership Role:
Leadership Role Description:	

COMMUNICATION SKILLS EXEMPLARS

Please submit 3 exemplars of how you demonstrate strong written and verbal communication.

Examples may include, but are not limited to:

- ACLP conference speaker/presenter in the last 5 years
- ACLP committee member/leader in the last 5 years
- ACLP Board member (past or present)
- Speaker/presenter at national or regional conference
- Lead or co-author of child life related article or text chapter
- Lead or co-investigator of child life related research
- College/university level teaching experience in child life
- Completed accreditation process at own institution

Exemplar 1 (brief explanation of relevance):

Exemplar 2 (brief explanation of relevance):

Exemplar 3 (brief explanation of relevance):



**CLINICAL INTERNSHIP ACCREDITATION
Reviewer Application Submission**

I verify that I meet the following requirements:

- Child Life Certification (current and maintained throughout assigned review period)
- Child Life Council membership (current and maintained throughout assigned review period)
- 8 years (minimum) paid experience as a CCLS (or equivalent of 16,000 hours)
- Experience in leadership or internship coordination inclusive of:
 - Performance management/oversight
 - Feedback and skill development

I agree to the following (additional forms to be signed once reviewers are selected):

- To adhere to strict confidentiality of all information reviewed and will sign a confidentiality agreement prior to my appointment as a reviewer
- To keep my identity confidential to the institutions being reviewed.
- To remove myself from reviewing any program that may reflect a conflict of interest and will sign a conflict of interest form prior to my appointment as a reviewer.

Applicant Name (printed): _____

*Submitting this form via your email address serves as an electronic signature. Please submit this form electronically as a PDF or Microsoft Word attachment via email to: InternshipAccreditation@childlife.org no later than **February 26, 2018**.

Review Term: May 2017 – May 2020

The Internship Accreditation Oversight Committee (IAOC) will review applications within 8 weeks of the application deadline. Applicants will be notified via email of their status. Applicants who are not accepted as reviewers may re-apply the following year.