



**2018 - 2019 School Year
Project SEARCH Internships**

Host Site: Providence Alaska Medical Center
Applications Due to Special Ed. Department Chairs or Project SEARCH
Training Center by **March 8, 2019.**

Please call the **Project SEARCH Training Center at 212-6096** if you have any questions about the program or need help filling out the application or checklist.

Dear Students,

Thank you for your interest in Project SEARCH. Please complete and return the application and this cover letter.

To be accepted, you must be able to pass a drug screen and felony background check. You may not be on probation. If you have completed probation for an offense, the type of offense must be disclosed to Providence Health and Services and acceptance into Project SEARCH is at their discretion.

For the safety of our patients and one another, we require that you provide proof of immunizations. Required immunizations include: 2 MMR, 2 Varicella (chicken pox), and the Hep B Series. Positive Titer Results for each of these immunizations are acceptable. (A titer is a blood test that checks for immunity and proves that the individual has been immunized at some point.) Most of these are required by Alaska school districts. If selected, **the student must submit proof of immunizations by May 23, 2019** to remain eligible for the program.

We look forward to hearing from you.

The Staff at Project SEARCH

Application Checklist:

- _____ Current Resume
- _____ A letter of Recommendation from a Teacher
- _____ A letter of Recommendation from a Manager or Job Site Supervisor/Teacher, from a current or previous volunteer, paid job position, **or** job training.
- _____ Project SEARCH Application and Cover Letter
- _____ Guardianship Papers (If you are your own guardian, write N/A.)

- _____ Providence Confidentiality Agreement
- _____ Providence Release of Liability
- _____ Providence Observer Guidelines for Job Shadows
- _____ Observer Contact Information
- _____ Providence HIPAA form
- _____ Providence Application for Volunteering (4 pages)
- _____ Alaska Background Check Application (2 pages)
- _____ Release of Information for Background
- _____ Volunteer Agreement
- _____ Is your application signed?
- _____ Is this cover letter signed?

As an applicant, I understand that Project SEARCH lasts for one school year (late August through the beginning of May).

Applicant Signature

Date