

SUMMER 2022



UTAH DEPARTMENT OF  
**HEALTH**  
Office of Health Care Statistics

# INTERNSHIP OPPORTUNITIES

WELCOMING UNDERGRADUATE AND  
GRADUATE STUDENTS

## AVAILABLE POSITIONS:

- Data Analyst Assistant Intern
- Program Assistant Intern
- Data Privacy & Information Security Intern
- Research Assistant Intern
- Operations Management Intern

## DETAILS

- **Start date:** May / June 2022
- **Internship Duration:** Semester long; flexible with practicum and internship requirements
- **Eligibility:** Currently enrolled student in higher education program; graduate level practicum experience preferred
- **Virtual and in-person:** In person at Cannon Health Building in Salt Lake City, remote work options available
- **Unpaid**
- **Earn credit for practicum or internship requirements**
- **Desired academic disciplines:** public health, data/statistics, healthcare law / policy, business marketing and communications

Application period open from April 22 - May 13

[CLICK HERE TO APPLY](#)

complete the application and send your cover letter, resume, and writing sample to the email address below



<https://chdi.health.utah.gov/>



[internship@utah.gov](mailto:internship@utah.gov)

# DESCRIPTIONS OF AVAILABLE POSITIONS

## **DATA ANALYST ASSISTANT INTERN**

Data Analyst Assistant Interns have an understanding of coding, data analysis, and data visualization to assist with various projects on the team, which may include, but are not limited to: creating data visualizations for reports, assisting with analytical process improvement efforts and documentation, supporting the team with report creation, learning and developing code in SQL, R, and other analytic tools, Assisting the team with short research projects which touch on various healthcare topics.

## **PROGRAM ASSISTANT INTERN**

Program Assistant Interns assist in a variety of projects and duties, which may include, but are not limited to: outreach to healthcare facilities and healthcare providers, coordinating and planning our bimonthly Patient Safety Workgroup Meeting, analyzing data from national datasets, writing short reports and assisting with preparation of papers for submission to peer reviewed journals, assisting with program planning and execution and strategy.

## **DATA PRIVACY & INFORMATION SECURITY INTERN**

The Data Privacy & Information Security Intern will serve in the Office of the Chief Privacy and Security Officer (CPSO), and will assist across a variety of functional areas. Specific duties may include, but are not limited to: assisting with communication to internal or external stakeholders, assisting with the data sharing agreement process, conducting research to provide information to the CPSO, managing some administrative duties, drafting document, editing and proofreading, and learning about and developing proficiency with Utah Administrative Rules and Utah Code.

## **RESEARCH ASSISTANT INTERN**

Research Assistant Interns provide assistance across an array of tasks, and are responsible for gathering accurate, credible information on a subject and summarizing findings. Duties may include, but are not limited to: assisting with elevating major takeaways from peer reviewed journal articles, producing literature reviews, assisting with developing research protocol documents, proofreading and editing, organizing qualitative and quantitative data, and assisting with general narratives for scientific or practical use.

## **OPERATIONS MANAGEMENT INTERN**

The Operations Management Intern monitors and facilitates data sharing agreement requests in addition to providing feedback and ideas for establishing a more efficient system for facilitating data requests through the approval process. Specific duties may include, but are not limited to: understanding internal and external communications, reviewing requests and relevant policies, exploring solutions for workflow bottlenecks, producing workflow diagrams, and applying technical knowledge to ensure smooth transition between process changes.