



2023 SUMMER RESEARCH INTERNSHIP

Background:

The Queen's Medical Center (Queen's) was founded in 1859 by Queen Emma and King Kamehameha IV. Queen's is committed to its mission, *"To fulfill the intent of Queen Emma and King Kamehameha IV to provide in perpetuity quality health care services to improve the well-being of Native Hawaiians and all of the people of Hawai'i."* Our vision is to accomplish this by providing superior patient care that is continually advanced through education and research. As part of its strategic plan, Queen's places a high priority on clinical and biomedical research, especially the fields of cancer, neuroscience, cardiovascular disease, gastroenterology, nursing, trauma, outcomes, and Native Hawaiian Health.

Description of Program:

The Summer Research Internship (SRI) is a ten-week program designed for undergraduate college students interested in the medical field and research. This program is offered by The Queen's Medical Center's Office of Research & Development (ORD) in collaboration with the University of Hawaii's John A. Burns School of Medicine (JABSOM), Department of Native Hawaiian Health (DNHH). The SRI has five main components:

1. Participation in a research project under the guidance of a Queen's mentor
2. Didactic research education
3. Clinical job shadowing
4. Tours of the medical school and various hospital facilities
5. Cultural experiences relevant to Native Hawaiian Health

**Queen's reserves the right to make changes to the program without prior notice in response to the COVID-19 pandemic or other emergency situation.*

Program Goals:

The SRI is a comprehensive educational program that provides a unique and invaluable opportunity for a select number of students each year. Many graduates of the SRI program have presented their research at national conferences, published in peer-reviewed journals, and gained acceptance to accredited medical schools and other graduate programs.

The major goals of the SRI program are to:

- Improve interns' skills in designing, conducting, analyzing, and presenting research.
- Strengthen interns' desires to continue research throughout their professional healthcare careers.
- Cultivate the homegrown future research workforce.
- Expose interns to a wide range of medical specialties and career paths.

Eligibility Requirements:

To be eligible to apply for the SRI program, students must meet the following requirements:

- Enrolled as an undergraduate student in an accredited college or university (students graduating in Spring 2023 are still eligible)
- State of Hawai'i resident
- Minimum 3.3 GPA or higher
- Able to commit full-time during the 10-week program i.e. 40 hours per week between the hours of 8 a.m. to 5 p.m.

Application Process:

Applicants must complete the **2023 Summer Research Internship Online Application Form** and solicit two (2) letters of recommendation by Wednesday, February 1, 2023.

LINK TO THE ONLINE APPLICATION: <https://redcap.link/4rrf2lm6>

Required attachments:

1. **Personal Statement** (1 page limit, minimum size 11 font, PDF file)
 - Write a personal statement that describes:
 - 1) your reasons for applying to the SRI program,
 - 2) what you expect to gain from the program,
 - 3) your personal and career goals, and
 - 4) how this program would help in achieving them.
 The intent of the personal statement is to give the selection committee a more personalized view of you.
2. **Resume or CV** (2-page limit, PDF file) which should include, but need not be limited to, the following information:
 - Education (beginning with high school)
 - Honors (if any)
 - Employment History - Include your participation in any research or health-related paid or unpaid positions. Include start/end dates, employer name, job title, city/state, contact phone number, primary duties and responsibilities.
 - Research Experience or Training - List your participation in all college-level independent research or training projects. Include start/end dates, program name, school/organization, city/state, summary of research/training project.
3. **Copy of college academic transcript(s)** (unofficial copies accepted)

Letters of Recommendation

Two (2) letters of recommendation are required and must be received directly by the SRI program by February 1, 2023. Letters must be on institutional letterhead and no longer than one (1) page in length. Recommenders should email a PDF version of the letter to SRI@queens.org (preferred). Alternatively, letters may be mailed to:

The Queen's Medical Center
 Office of Research & Development
 Attn: Summer Research Internship Program
 1301 Punchbowl Street

University Tower, Room 508
Honolulu, HI 96813

Selection Criteria:

Applications submitted to the SRI program will be reviewed for eligibility and competitively scored on the following criteria:

- Academic record, in particular, marks received for upper-level college science and math courses.
- Clarity and effectiveness of the personal statement, including a clear commitment to career goals related to medicine and research.
- Active community involvement and previous experience in the research or medical field is highly encouraged, but not required.
- Letters of recommendation are written by appropriate persons (e.g. professor or supervisor) and successfully highlight specific examples of the applicant's qualifications.
- Overall likelihood that the SRI program will increase the applicant's potential for a productive career in medicine and research.

Due to the rigorous curriculum and demanding schedule of the SRI program, applicants should be highly qualified, organized, and motivated.

Deadlines and Notification:

The online application and recommendation letters must be received by the Office of Research and Development on or before **Wednesday, February 1, 2023**. *Applications submitted after this date will not be considered.*

A maximum of five (5) students will be selected and notified in March 2023. Applicants may be contacted prior to this date if more information is needed. Finalists may be asked to schedule a 15-minute interview via video-conferencing with the SRI Coordinator. Those selected for participation in the SRI program will be required to confirm acceptance by the decision deadline, **March 15, 2023**. Applicants will continue to be notified via email until all available spots are filled.

Program Dates and Commitment Expectations:

The 2023 SRI program will run from **June 5, 2023 to August 11, 2023**. Interns should be available to begin the program on June 7th to attend the orientation. Interns must be able to commit full-time throughout the entire ten week program, thus summer coursework, employment, or other activities that interfere with this schedule are not allowed. Participation in the final presentation held on the last day of the program is mandatory.

Interns are expected to dress, speak, and conduct themselves in a professional manner at all times during the internship.

Transportation and parking arrangements are the responsibility of the intern. The internship activities may require travel to and from The Queen's Medical Center – Punchbowl and JABSOM campuses and there may be optional activities held at off-site locations.

Compensation

All positions are voluntary; interns will not be hired as employees of Queen's. Interns will receive a stipend of \$2,000 upon successful completion of all the components of the SRI program, which includes but is not limited to, attending the orientation, completing relevant training courses, participating in required lectures and other internship activities, completing research project goals, delivering a final presentation, writing a formal scientific article, and providing evaluations of the program through online surveys.

Research Education and Experience:

Each intern will be matched to a Principal Investigator (PI) and a research project, usually a pilot study. Every effort will be made to consider the intern's interests and qualifications when assigned to a project.

Interns are required to attend the research education curriculum, which includes weekly formal and informal lectures, workshops, and seminars. These sessions will be helpful when working directly with the PI. Interns will be given instructional support on the following tasks that are typically performed in a research project:

1. Conduct a literature review and summarize the findings. This serves to familiarize the student with the current state of knowledge as well as to provide a basis for the introduction and discussion sections in the final presentation and paper.
2. Critically develop and review the data collection instrument and study protocol. This procedure must be well-designed in order to obtain the information necessary to answer the research question(s).
3. Assist in collecting study data by reviewing medical records, interviewing or testing patients, or other means.
4. Develop a computer database or continue one already established; enter and validate data.
5. Analyze data, apply appropriate statistical tests and interpret the results.
6. Prepare a final report including the documentation of study methods, analysis of findings, and sufficient information that the project may be continued or interpreted following the student's exit from the program.
7. Present research subject matter, hypotheses, and results to an audience of health care professionals and non-professionals, using appropriate audio-visual aids.

Interns will work closely with their assigned PI on the research project; the duties to accomplish the specific project will vary. Each intern is responsible for coordinating and carrying out his or her assignments to fulfill the project objectives, under the direction of the PI. Interns will complete a written report describing their work and present their findings at a reception held during the last week of the program.

Contact Information

For questions or additional information, please contact:

Lori Tsue

SRI Coordinator

Phone: (808) 691-4121

Email: SRI@queens.org

Website: <https://ord.queens.org/SRI/>