**Rock Street Veterinary Hospital Internship**

I have the honor to be able to work with the medical staff at Rock Street Veterinary Hospital.  This experience will provide me with hands-on experience and teach me how a veterinary practice functions.  Observing these practices will give me insight how to interact with patients and clients, how to keep a clean and manageable clinic, how to become accustomed to a large number of animals in the treatment center, and how to deal with emergency situations in the hospital.  I will complete over 100 hours at the hospital.  These hours will be spent shadowing the veterinary doctor and doctor’s assistant, working with the veterinary technicians and veterinary assistants, and observing complex procedures in the surgery room.  I am excited to begin my internship.

**Actionable Items:**

* Contact the Hospital administration and secure internship (Completed)
* Purchase appropriate clothing for the animal hospital (Completed)
* September 1st 2016, begin my internship at 8 am sharp
* Every Saturday through February 1st, complete 3 hour shift. Check in with Dr. Smith.
* Clean, organize, and sterilize the emergency room, the surgery center, and the individual cages.
* Assist with various clerical duties
* Work with three doctors and seven veterinary assistants
* Help to interact with general public and manage waiting room during busy times
* By May 18th-Obtain paid internship/summer job