

# INTERNSHIP SPOTLIGHT

## Matthew Brewer



**Graduation Semester & Year:** 2024

**Semester & Year of Internship:** Spring 2023

**Major:** Healthcare Management

**Minor:** N/A

**Hometown:** Fairchance, PA

**Hobbies:** Powerlifting, Health & Wellness, Reading

**Campus Activities:**

**Future/Career Goals:** To move forward with my internship into a full-time role.

- **Internship (company/your title):**

Company: Bayada Home Health Care (Habilitation Practice), Intern/Support

- **How did you find your internship?**

Handshake (Pitt's online job/internship site) sponsored advertisement

- **What were your duties?**

My primary role was the collection of clearances and reference verification for new Habilitation Technicians. Coordinating with recruiting managers to get candidates from initial interview to hired as quickly as possible. As well as maintenance of applicant tracker spreadsheet. My secondary role was also assisting other areas such as the Client Service Manager and Habilitation Manager with paperwork regarding their caseload.

- **How many hours per week were you at your internship site?**

I worked 24 hours per week during my internship, but Bayada is very flexible and allowed me to create my own schedule.

- **What did you enjoy most about your internship?**

I really enjoyed interacting with clients. Seeing how such an underserved population is finally receiving support really struck a chord with me.

- **What was the most difficult aspect of the internship?**

Overall, the most difficult part of the internship was time management. When I started, I felt like I could never keep up, but after establishing a routine I'm able to keep myself on task. Another challenge I had was learning about new software programs that I've never used before, I took me about a week before I became competent with them.

- **How did your experience at UPG and in the Healthcare Mgmt. department prepare you for your internship?**

My major gave me the background knowledge I needed before I came into this role. Also, Professor Ronald Ott was very insightful with any questions that I may have.

- **How has your internship prepared you for a career?**

It gave me a taste of what the administration side of healthcare is like. Going into my major, I always looked at healthcare from the in-patient/acute side of things. This internship opened my eyes to in home and long-term care organization that, frankly, do not get talked about much in my courses. Nonetheless, they are a vital aspect of the healthcare system.

- **What recommendations do you have for other students about doing an internship?**

1.) Do not be afraid to ask questions. No one expects you to know how to do your job your first week there. The more questions you ask, the more you will learn. (next page)

- 2.) Be a sponge, take in as much information as possible. Write notes of stuff you don't understand and follow them.
- 3.) Make sure you take breaks when needed. Your best work comes from a well-rested mind.
- 4.) Do not stress, you got this!

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