1. Organization (name)  Agency for Health Care Administration  
Address 8333 NW 53rd Street  Doral FL 33166 
Website (if appropriate)  

2. Description of work student would be doing  
Students will be drafting Administrative Complaints, drafting discovery requests and responses, assisting in the preparation of cases for trial and legal research and memorandum drafting.  

3. Are there any additional criteria student must meet to be eligible?  
If so, describe below  
Completion or concurrent enrollment in litigation skills desirable but not required.  

4. Are there obligations the student would have, if selected, prior to the start of the semester?  
If so, describe below  

5. Are there other aspects of the practicum placement the student should know about? If so, describe below  
AHCA does not hire attorneys until they have completed two years work experience post graduation. AHCA can take one or two interns.
6. May a student contact someone at your organization directly during pre-registration for further information? 

If so, please indicate below the person’s name and preferred means of contact

Name ____________________________

Telephone ________________________

Email ____________________________

If your answer to any of these questions is that there are no additional criteria, or pre-semester obligations, or information about the placement, you can put NA in the box (or I will do so if you leave it blank).

a This might include requirements regarding citizenship or being certified to appear in court or any prior course requirements other than the fundamental pre-requisite for all students, which is that they have taken some course dealing with health law or have the permission of the instructor. If the student applicant must be chosen by your office, whether by interview or on a paper record application, rather than delegating that task to me, that should also be indicated here. (Obviously, it will make it easier on the law school’s end if I can manage the determination of which student who signs up has which placement, taking strongly into account student preferences as indicated during the pre-registration process.)

b This might include the obligation to do what is needed for a security clearance or to access and pass a web-based mini-course on the basic legal regime that your organization deals with.

c This might include specifics about days/times when they must be available to work at your location, or if there are multiple locations where they might work, or if the placement might involve out-of-town travel opportunities/obligations during the semester.

d If you would prefer that they channel any questions through me, please indicate this.