



## **2025 SUMMER RESEARCH INTERNSHIP**

### **Background:**

The Queen's Medical Center (Queen's) was founded in 1859 by Queen Emma and King Kamehameha IV, to provide desperately needed medical services during a period when the introduction of epidemic diseases decimated nearly 90% of the Native Hawaiian population. Queen's remains highly committed to its core 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 provide superior patient care that is continually advanced through education and research. As part of its strategic plan, Queen's prioritizes 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 an eight-week program designed for undergraduate college students interested in the medical field and research. This program is offered by Queen's Office of Research & Development (ORD) in collaboration with the University of Hawai'i John A. Burns School of Medicine (UH-JABSOM), Department of Native Hawaiian Health (DNHH). The main components of the program are:

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 UH-JABSOM and facilities
5. Cultural activities 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 any 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.
- Motivate interns to conduct research within the mission of QMC.
- Cultivate the homegrown future healthcare and research workforce.
- Expose interns to a wide range of clinical specialties and career paths.
- Increase the diversity of investigators in the health sciences field.

### **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 (graduates not yet enrolled in advanced degree programs are still eligible)
- State of Hawai'i resident
- Minimum 3.3 GPA
- Able to commit full-time during the 8-week program i.e., 40 hours per week between the hours of 8 a.m. to 5 p.m.

Students from diverse backgrounds, including groups that are identified as underrepresented in health sciences, are encouraged to apply. See the Notice of NIH's Interest in Diversity ([NOT-OD-20-31](#)) for the definitions of these groups.

### **Application Process:**

Applicants must complete the **2025 Queen's Summer Research Internship Application** and solicit two (2) letters of recommendation by February 1, 2025.

**LINK TO THE ONLINE APPLICATION:** <https://redcap.link/gksaan01>

### **Required attachments:**

1. **Personal Statement** (1 page limit, minimum size 11 font, PDF file)
  - Write a personal statement that describes:
    - 1) Your background
    - 2) Your reasons for applying to the SRI program
    - 3) What you expect to gain from the program
    - 4) Your career and research goals
    - 5) How the SRI program would help in achieving those goals
2. **Resume or CV** (2-page limit, PDF file) which should include, but need not be limited to, the following information:
  - Education (starting with high school)
  - Awards and Honors
  - Work and Related Experience (summer jobs, internships, volunteer work) - Include start/end dates, employer name, job title, city/state, contact phone number, primary duties and responsibilities.
  - Research Experience or Training - Describe 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 sent directly to the SRI program by February 1, 2025. Letters must be on institutional letterhead and no longer than one (1) page in length. Recommenders must email a PDF file of the letter to [SRI@queens.org](mailto:SRI@queens.org)

### **Scoring 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 written by appropriate persons (e.g. professor or supervisor) and 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 schedule of the SRI program, applicants should have excellent time management, organization, and communication skills.

### **Deadlines and Notification:**

The online application and letters of recommendation must be received by the Office of Research and Development on or before **February 1, 2025**. *Applications submitted after this date will not be considered.*

Seven (7) students will be selected and notified in March 2025. Applicants may be contacted prior to this date if more information is needed. Finalists may be asked to schedule a 15-minute interview via videoconferencing with the SRI Coordinator. Those selected for participation in the SRI program must confirm acceptance by the decision deadline, March 15, 2025. Applicants will continue to be notified via email until all available spots are filled.

### **Program Dates and Commitment Expectations:**

The 2025 SRI program will run from **June 16, 2025 to August 8, 2025**. Interns should be available to attend orientation on June 16<sup>th</sup>, the first day of the program. Interns must be able to commit full-time throughout the entire eight-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.

Housing, transportation and parking arrangements are the responsibility of the intern. The program is a hybrid of virtual and in-person meetings held at The Queen's Medical Center (Punchbowl campus) and UH-JABSOM (Kaka'ako campus). Additionally, there may be cultural activities held at off-campus locations.

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

### **Compensation**

All positions are voluntary; interns will not be hired as Queen's employees. Interns will receive a stipend of \$2,000 upon successful completion of all 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 activities, meeting research project objectives, delivering a final presentation, writing a formal scientific paper, and completing evaluations of the program.

### **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 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 providing 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 procedure. The protocol 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, compiling responses, performing experiments, or other means.
4. Develop a computer database or continue one already established to 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 for project continuity 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 their 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](mailto:SRI@queens.org)

Website: <https://ord.queens.org/summer-research-internship/>