



# QUALITY IMPROVEMENT INTERNSHIP

**Location:** Venice, CA  
**Duration:** Flexible  
**Language:** Spanish bilingual preferred  
**Schedule:** Regularly schedule weekly shift during normal business hours

*Ideal for those interested in healthcare management*

## MISSION AND OVERVIEW

Venice Family Clinic's mission is to provide quality primary health care to people in need. Thanks to the help of our robust volunteer program, the Clinic is able to provide services to over 20,000 men, women, children, teens, and seniors each year.

## PROJECT DESCRIPTION

Our Quality Improvement Department is currently looking for volunteers and interns to support our Population Management Program. The work would involve reviewing charts, validating insurance, outreaching to patients due for care, and providing some health education (why this test is important, how to complete a FIT kit, etc.). It would be a great opportunity for someone interested in Quality Improvement and population management while still getting contact with patients. We would provide training on Quality Improvement, FQHCs, and the concept of population management.

## HOW TO APPLY

Please send a resume + cover letter that describes your fitness for this position to [VFCvolunteer@mednet.ucla.edu](mailto:VFCvolunteer@mednet.ucla.edu). List the role and your name in the email title.

For more info about volunteering, please visit  
[www.venicefamilyclinic.org/volunteers](http://www.venicefamilyclinic.org/volunteers)