



# Practicum Hours and Clinical Expectations for Master of Science in Nursing Students

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Policy Number: MS - 5

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Scope	<b>Effective:</b> 11/14/19
Policy Statement	<b>Last Updated:</b> 11/10/22
Reason for Policy	
Procedures	<b>Responsible University Office:</b> <i>Division of Health Sciences at IUPUC</i>
<b>ADDITIONAL DETAILS</b>	<b>Responsible University Administrator</b> <i>Division Head of Health Sciences</i>
History	<b>Policy Contact:</b> <i>Senior Administrative Assistant, 812-348-7250</i>

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## Scope

Division of Health Sciences at Indiana University-Purdue University Columbus Master of Science in Nursing (MSN) students.

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## Policy Statement

Students are required to participate in all regularly scheduled or substituted practicum/clinical/ laboratory experiences as they strive to meet course objectives/outcomes. Failure to complete all regularly scheduled or substituted practicum/clinical/laboratory experiences places the student at risk for not meeting course objectives. All practicum hours must be completed by the end of the course and 600 hours total need to be completed by the end of the program.

## Reason for Policy

To provide students with guidelines/policy and related expectations to any required or substituted practicum/clinical courses in the Division of Health Sciences program. To

assure quality health care sites appropriate for clinical experiences for all graduate students.

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## Procedures

Students enter clinical practicum courses and receive clinical education and mentoring from preceptors. Students are representatives of the MSN program and must demonstrate professional behavior, dress appropriately and prepare for the clinical day when in the clinical practicum placement setting.

### **Clinical/Practicum Hours Expectations**

While in the clinical practicum course sequence, FNP students should expect to spend several days per week in the clinical environment. The schedule of clinical practicum hours is at the convenience and availability of the preceptor. Students are not to ask preceptors to conform to a schedule that meets the student's personal and employment needs. The student's personal and work schedules must accommodate the required clinical hours prescribed by the clinical course. Students and preceptors need to agree on the days and times that the student will be in the clinical agency prior to beginning the practicum experience and then maintain a record of clinical hours.

### **Placement Site/Location Expectations**

Preceptors and clinical practicum experiences will provide requisite population focused, faculty-supervised clinical hours in a variety of healthcare settings (adult, older adult, pediatric & women's health). The MSN FNP Program Director will facilitate all agency/clinical partner placements for each course that incorporates a clinical component.

### **Student Performance**

Students are expected to be self-directed, internally motivated, and work within the framework and policies of IUPUC Division of Health Sciences and clinical agencies. Evaluation of each student's performance in the clinical setting is important to the development of clinical skills and helps ensure safe performance. In each course with a clinical component, preceptors and faculty will evaluate student performance, which will include a midterm and a final evaluation, using a clinical evaluation tool developed for the course. In courses with combined clinical and didactic components, the student must pass both components to achieve a passing grade in the course.

Faculty will document if a student is not meeting minimal course or program standards using the clinical performance evaluation form in the practicum component and a

learning contract in the didactic component. The information will be shared with the student and the student will be counseled regarding what standards are not being met. A remediation plan will be developed to help the student meet course competencies.

Students can use electronic devices in clinical only to assist in diagnosis and treatment.

### **Documentation of Clinical Practice Hours**

Students must maintain and review clinical practicum hours and patient encounter information using Typhon NPST to ensure course/program requirements have been, or will be, met prior to the end of class/graduation. Typhon is a HIPAA compliant, web-based electronic clinical. For each clinical course, students are required to provide a printout documenting the total number of clinical hours; the complete name and address of practice sites; the site specialty; and the preceptor's name and credentials. Students are not to use actual patient identifying data such as names, initials, or birthdates.

Each role performance course has specific objectives that must be met to progress through the program. No late documentation will be accepted without approval from the program director.

NOTE - a complete listing of clinical hours and/or experiences is required for eligibility to take the national FNP certification exams and, perhaps, applications for State certification, and/or hospital credentialing.

### **Additional Clinical Information**

1. Preceptors should be selected using the NTF Evaluation Criteria. All preceptors are selected because they have educational and experiential background necessary for effective precepting. The student and the preceptor are required to sign the *Student-Preceptor-Faculty Agreement* form before beginning their clinical practicum.
2. Some facilities require student orientation and training. It is the responsibility of the student to make sure that this training is completed, documented, and updated as required. The on-site educational training does not count toward the overall practicum time completion per student for the individual course per semester.
3. Direct Care Practice Hour Requirement  
NURS Y600 – Diagnostic and Clinical Reasoning = 75 Clinical Hours for course  
NURS F-573 – Family Nurse Practitioner I = 175 Clinical Hours for course

NURS F- 577- Family Nurse Practitioner II =175 Clinical Hours for course

NURS F- 579- Family Nurse Practitioner III=175 Clinical Hours for course

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## History

Reviewed at Policy and Procedure Committee 9/25/19

Approved at Faculty Staff Council 11/14/19

Reviewed by Policy and Procedures Committee 10/26/2022

Approved by Faculty Staff Council 11/10/2022