

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

Policy Number: S - 5

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Scope

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

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.

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.

Procedures

Students enter clinical practicum courses and receive clinical education and mentoring from preceptors. It is important to understand the student roles and responsibilities, as well as what students can expect from their preceptors and clinical faculty. 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 full 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 nurse practitioner student tracking system used to record clinical practicum hours. The student can enter patient encounter information including demographics; clinical information; diagnosis and procedure codes; medications; and brief clinical notes. 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. Students will provide course description and objectives, syllabus, *NP Student Clinical Evaluation Form* and clinical requirement documentation, to the clinical practicum preceptor. Although faculty will share the objectives for a particular clinical course with the preceptor, the student is responsible for clarifying the level of the courses and expected clinical outcomes, identifying his/her own learning needs, and seeking assistance from the designated preceptor for each clinical session.
2. 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.
3. The *NP Student Clinical Evaluation Form* should be completed for each clinical experience by the clinical instructor with input from the preceptor.
4. Complete the *Student Evaluation of Clinical Practicum and Site* from for all clinical practicum preceptors and sites.
5. 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.
6. Direct Care Practice Hour Requirement

 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

History

Approved at Faculty Staff Council 11/14/19.

Last reviewed at Policy and Procedure Committee 9/25/19.