Clinical Handbook for the Nurse Educator Student

Research   **College of Nursing Nurse Educator Program Information**

Research   College of Nursing is a small fully-accredited private college
specializing   in quality nursing education since 1905. The College celebrated its
centennial in   2005. Currently the college offers both an undergraduate Bachelors
of Science in Nursing (BSN) and Master of Science in Nursing (MSN) degree. Research College began offering
a Master of Science in Nursing degree in 1997. The MSN program offers three graduate tracks: Family Nurse
Practitioner, Executive Nurse Track and Nurse Educator Track. The Nurse Educator track prepares graduates
for as role as an educator in a variety of settings.

The following faculty is responsible for the nurse educator courses. Each faculty is academically prepared and
credentialed in the area they teach and meet requirements needed for graduate nursing programs to be fully
accredited. Further information about faculty or the program can be found at www.researchcollege.edu.

Faculty Information

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Dear students

This guide is intended to assist you in the acquisition of clinical experiences. We have included the steps for preparing for clinical, and the necessary information regarding site and preceptor selection.

Preceptor and Clinical Guidelines
General Procedure checklist

Step 1 Semester prior to first clinical semester:

The semester before beginning clinical all students must establish an account with "CastleBranch" and meet the college clinical requirements. Please see the college catalog for the most current clinical requirements. Documentation these requirements have been met will be in"CastleBranch".

Step 2 Prior to Starting Practicum

Once clinical requirements are completed and documented, students begin the next step of the process

Initiating the Preceptor Agreement and Clinical Contract:

Nurse educator students can identify potential preceptors by networking in the community, professional organizations, alumni organizations or in the work environment**.**

   After interviewing the preceptor candidate, you will:

1. Give the **preceptor packet** to your preceptor**.** This packet is available to you on the website. The preceptor packet will contain a **Preceptor Agreement** and information about precepting, course objectives and evaluation tool.
2. The Preceptor Agreement should be completed by the preceptor. The preceptor will attach a current CV.
    a. A designated Clinical Faculty member will review the Preceptor Agreement and approve the preceptor.
    b. This preceptor agreement is then sent to the Administrative Secretary, Sherry Owen.
    c. Once the Preceptor Agreement is approved, a contract with the site will be sent to the institution Once the contract has been signed and approved, the student, if eligible, can begin the practicum hours. All students should be given permission to start clinical practice hours by a clinical faculty person. Any hours done before or without approval will not count towards course requirements and are done at the student's own risk.

Guide to Clinical Preceptors: Nurse Educator Track

Students in the Master's Level Nurse Educator will rotate through two courses in which they will practice under the auspices of a preceptor: NU 7330 Nursing Focused Practicum and NU 7340 Educational Focused Practicum. In each course the students complete 120 hours of clinical The following guidelines are provided to assist in selection of a professional who can provide the educational support necessary. These clinical/educational experts should have the skills to guide the graduate level nurse through learning experiences that support the course objectives, expose them to role models, and provide feedback in relation to performance.

Preceptor qualifications:

1. Current license in state where practicum is located.
2. Master of Science degree from an NLNAC or CCNE accredited school.
3. Minimum of two years experience in clinical setting for NU 7330.
4. Minimum of two to three years experience in educational setting for NU 7340.
5. Student's immediate manager or supervisor may not serve as preceptor.

Guidelines for selection: NU 7330

1. Select a **population** in which you would like to develop further expertise. Select a population area in which experience is limited and opportunities for new learning are plentiful.
2. Select a client population adequate to meet learning objectives.
3. Select preceptor that is well established in the population based care and can assist student in networking with professionals in other disciplines.
4. Select a preceptor who has experience mentoring new graduates and/or graduate level nurses and understands the implications of the role.
5. Select a preceptor who has the time and resources to spend with the graduate student on selected days.

Course Description:
In this course, students are provided an opportunity to integrate previous knowledge and develop proficiency in a focused area of clinical nursing. Students will collaborate with faculty to identify individualized plans for focused study that will be implemented with a nurse preceptor who specializes in a focused area. **Online Format**. Total clock hours equal 120.Prerequisites:
NU 7040, NU7060, and NU 7080

Course Objectives:

1. Integrate evidence to inform population based care (1).
2. Analyze organizational and systems leadership in population based care (2).
3. Integrate quality improvement outcomes for population (3).
4. Utilize informatics and healthcare technologies in advanced nursing roles (4).
5. Analyze policy related to population based care in advanced nursing roles (5).
6. Demonstrate interprofessional collaboration in advanced nursing roles (6).
7. Apply the principles of clinical prevention and population based care in advanced nursing roles (7).

Guidelines for selection: NU 7340

1. Select preceptor in area of focuses; staff development, client education, higher education, etc.
2. Select preceptor whose strength lies in the educational goals of the student; classroom teaching, online education, community education, etc.
3. Select a preceptor who has experience mentoring new graduates and/or graduate level nurses and understands the implications of the role.
4. Select a preceptor who has the time and resources to spend with the graduate student on selected days.

<u>**Course Description:**</u>

In this course, students are expected to integrate previous knowledge and develop proficiency in the role of nurse educator. Students will collaborate with faculty to develop an individualized plan of study related to their educational interest. Total clock hours equal 120. Prerequisites: NU 6020, NU 6060, NU 6080, NU 7040, NU 7060, NU 7080, NU 7300, NU 7310 and NU 7330 or with faculty permission. **Online Format.**

Course Objectives:

1. Implement an individualized plan of study in an area of nursing education.
2. Integrate knowledge of theory, instruction, evaluation, and program development.
3. Develop proficiency in providing education to a select group of learners.
4. Integrate the research base in a focused area of nursing education.

Course/Faculty/Preceptor Evaluation

At the end of each semester, the student evaluates the course, the faculty and the preceptor. The evaluation instruments are in Blackboard in a course titled "Evaluation: Course, Faculty and Agency". This evaluative information is used by the Assessment Committee in the college to evaluate the quality of instruction. Feedback provided by students is meaningful to faculty. Frequently, course changes are made in response to student feedback. It is greatly appreciated.

If you have further questions about practicum courses, qualifications for preceptors, or appropriate clinical sites, please do not hesitate to call the course faculty, or Graduate Program Director, Dr. Lynn Warmbrodt. Lynn.warmbrodt@researchcollege.edu.

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Nurse Educator Clinical Log														
Clinical Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Hours														
Article Review														
Preceptor Initials														

Research College of Nursing

Graduate Program

Preceptor Agreement

Dear Preceptor,

Please take a moment to provide the following information so we can work with you in a way most convenient for you.

How do you prefer to be contacted: Phone_____: Email:_____

What is the best time of day to reach you?   _____

STATEMENT OF AGREEMENT

I, _____, agree to serve as a preceptor for a Graduate Student from Research College of Nursing. I understand I will be responsible for the supervision and evaluation of the student. In addition, a Research College of Nursing Graduate Faculty Member will be available for assisting with the student experience and will be responsible for the grading of the student. The scheduling of this experience will be negotiated prior to the beginning of each academic session

Preceptor Signature: _____   Date: _____

Faculty Signature:_____   Date: _____

Dean's Signature: _____   Date: _____

AGENCY CONTACT INFORMATION

Agency Name: _____ _____

Office Manager: _____

Street Address: _____

City/State/Zip: _____

Phone Number:_____   Fax Number:_____

Email Address: _____

Preceptor Name: _____

Student Name: _____

Please return this completed form to Sherry Owen, Administrative Assistant, along with a copy of your CV, and copy of malpractice insurance information, by fax to (816) 995-2817, or by mail to Research College of Nursing, 2525 E. Meyer Blvd., Kansas City, MO 64132. When this information has been received, an institutional contract will be sent to your office if one is not already in place.