



THE UNIVERSITY OF
MAINE

College of Natural Sciences,
Forestry, and Agriculture

*School of Nursing
Graduate Program
2015 - 2016*



EXPAND YOUR
HORIZONS

DEFINE YOUR
FOCUS

FULFILL YOUR
AMBITIONS



Dear Graduate Student in Nursing,

Welcome to the Master of Science in nursing program of the University of Maine. We are very pleased that you have chosen our program to advance your nursing education in one of the many program options. Whether you intend to become certified as a Family Nurse Practitioner, join the ranks of those in nursing education or nursing administration, or focus on some other health related field, you will find your experience here at the University of Maine to be challenging and rewarding.

This handbook has been developed to assist you through your graduate education. Please become familiar with its content, as it contains answers to frequently asked questions and provides information about policies and procedures related to successful degree completion. The information in this handbook is expected to remain current and valid for the length of a full-time program of study, which is typically two years. However, if you find that some of the information is outdated, please check the School of Nursing web page or with your advisor about the currency of any time sensitive material.

Your faculty advisor will guide you in your individualized program of study but the entire faculty and staff are also available to answer questions and provide support. We feel privileged to be able to assist you as you work toward your academic and professional goals.

Best wishes for a successful program of study at the School of Nursing. If necessary, please contact me for any further assistance that you may need.

Sincerely,

Mary Shea, Ph.D,FNP,PNP
Assistant Professor of Nursing
Graduate Program Coordinator University of Maine
School of Nursing
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Table of Contents

Welcome Letter	2
Faculty/Staff	4
Graduate Faculty	5
Graduate Nursing Program.....	6-8
Graduate Program Fact Sheet.....	9
Undergraduate Health Assessment Credit by Examination	10
Back Ground Check / HIPAA	11
Immunization Requirements	12
Individualized Master of Science in Nursing	13
Sample Curriculum for Family Nurse Practitioner Program.....	14
Sample Curriculum for MSN Education	15
Clinical Practicum Experiences.....	16
Dress Code.....	17
General Policies.....	18-19
School of Nursing Policy.....	20
Program Outcomes	21
Academic Advisement.....	22
Thesis and Scholarly Project Policies.....	23-24
Graduate Capstone Guidelines	25
Forms	
Program of Study	27-28
Student Registration Form.....	29
Clinical Contact Information Sheet.....	30
Sample Letter to Clinical Preceptors.....	31-32
Sample Clinical Preceptor Evaluation of Family Nurse Practitioner	33-34
Sample Student Evaluation of Clinical Experience.....	35-36
Sigma Theta Tau International	37

Faculty and Staff

Catherine Berardelli, Ph.D, R.N., C.S.
Assistant Director
RN Studies Coordinator
Concepts in Nursing, Senior Seminar

Mary Regan Brakey, Ph.D, R.N.
Associate Professor of Nursing
Medical-Surgical Nursing

Nilda Cravens, R.N., M.S.
Lecturer in Nursing
Community Health

Deborah Eremita, R.N., M.S.N.
Lecturer in Nursing
Medical-Surgical Nursing Clinical

Nancy Fishwick, Ph.D., R.N., FNP
Director
Associate Professor of Nursing
Primary Care of Adults
APRN Professional Issues

Charlene Ingwell-Spolan, PhD, RN
Assistant Professor of Nursing
Adult Health, Simulation and Leadership, Health
Policy and Quality of Nursing

Dale Lowe, M.S.N., A.P.R.N., B.C., FNP
Lecturer in Nursing
Medical-Surgical, Mental Health, Nursing
Health Assessment, Fundamentals of Nursing

Patricia Poirier, Ph.D., R.N., A.O.C.N.
Associate Professor of Nursing
Medical-Surgical Fundamentals of Nursing
Health Policy, Oncology

Irene A. Rattie, MS, APRN-C
Lecturer in Nursing
Adult Health, Geriatrics

Mary Shea, Ph.D, FNP, PNP
Assistant Professor of Nursing
Graduate Program Coordinator
Undergraduate Pediatrics
Professional Issues Advance Practice Nursing

Ann Sossong, Ph.D, M.Ed., M.S.N., R.N.
Undergraduate Program Coordinator
Professor of Nursing
Medical-Surgical Nursing, Health Policy, Ethics

Kelley Strout , PhD, RN,MSN, CHWC
Assistant Professor of Nursing
Community Nursing

Katherine Trepanier, RN,MSN,CCNS
Lecturer in Nursing
Medical Surgical

Susan Wheaton, MSN., RN
Lecturer in Nursing
Learning Resource Director
Undergraduate Nursing Pharmacology
Medical - Surgical Nursing/Clinical
Cardiovascular Nursing/Clinical

Staff:

Esther Jipson Administrative Support
Specialist - CL1

Cindy Therrien Administrative Support
Specialist - CL2

Pauline Wood, Administrative Support
Specialist - CL2

Graduate Faculty and Area of Interest

Mary Regan Brakey, Ph.D (Widener, 1999), Associate Professor.

- Oncology
- Cancer Education
- Role Socialization
- Medical Surgical

Nancy Fishwick, Ph.D (Case Western Reserve, 1993), Director and Associate Professor.

- Intimate Partner Violence
- Rural Health
- Primary Health Care
- Primary Care of Older Adults

Charlene Ingwell-Spolan, PhD (Barry University, 2013), Assistant Professor

- Adult Health
- Simulation
- Leadership

Patricia Poirier, Ph.D (University of Massachusetts, Boston 2005), Associate Professor,

- Oncology
- Fatigue
- Health Policy

Irene A. Rattie, MS, APRN-C (The Florida State University 1997), Lecturer in Nursing

- Adult Health
- Geriatrics

Mary Shea, Ph.D (University of Maine, Orono 2008), Assistant Professor & Graduate Prg. Coordinator

- Professional Issues for Nurse Practitioners
- Primary Care Pediatrics
- Vulnerable Populations
- Health Care Disparity
- Qualitative Research

Ann Sossong, Ph.D (Catholic U. of America, 2002), Professor & Undergraduate Prg Coordinator

- Health Policy
- Ethics in Health Care
- Core Competencies in Nursing
- Evidence Based Practice Nursing
- Medical Surgical



THE UNIVERSITY OF MAINE

The University of Maine Graduate School

Graduate work has been available at the University of Maine since the first master's degree was conferred here in 1881. Since that time, graduate offerings have expanded significantly to include our current selection of over 70 master's and 30 doctoral areas of study.

Beginning in 1923, graduate work has been a separate division of the University. This differentiation allows the Graduate School to meet the unique needs of the 2300-plus graduate students currently enrolled at the Orono campus on both academic and personal matters. We encourage you to contact our office (located on the lower level of Stodder Hall) at anytime, for information or materials related to graduate studies at the University of Maine.

Graduate Student Government

The GSG (Graduate Student Government) is the governing body for all graduate students at the University of Maine. Voting representatives are chosen by each department. Public meetings of the GSG are held every two weeks. The GSG offers a number of services, including grants for travel to present, degree related expenses, funding for graduate student clubs, social evenings, and laptops for loan. The GSG sponsors the Graduate Recognition Ceremony and the Graduate Research Exposition (the Expo). <http://www2.umaine.edu/gsg/>

School of Nursing Graduate Program

The University of Maine flagship campus in Orono initiated a graduate program in nursing in 1992. There have been well over 100 graduates in the years since the first graduates completed degree requirements for the Master of Science in Nursing (MSN) in 1994, and 100% of our Family Nurse Practitioner graduates have passed their certification examination. There have been several major shifts in the curriculum since that beginning, and the addition of a separate physical assessment course, introduction of a health policy course, and institution of distance education technologies are examples of improvements in the program of study. Expansion of graduate options beyond the preparation of the FNP has moved the University Of Maine School Of Nursing into a position of strength for provision of advanced education to the nurses in the State.

The purpose of our graduate program is to provide advanced nursing education, which will help to meet the increasingly complex health needs of people in Maine. Nurse practitioners, nurse educators, and nurse administrators who complete this program are prepared to help meet state needs: to eliminate health disparities, to assure quality of care, and to improve public health and health care systems. Graduates of this program have assumed positions of leadership in primary care, hospital administration, nursing education, and administration of health care systems all over the state and beyond.



The University of Maine School of Nursing developed its first graduate program in 1992 and the initial group of graduate students received their Master of Science in Nursing (MSN) in May 1994. For the first years, the MSN program focused on preparing the nurse for the advanced professional role of family nurse practitioner (FNP). Later, in response to the diverse graduate education needs of Maine nurses, our graduate program expanded to prepare nurses for professional roles such as nurse educator, nurse administrator, or other professional roles. Graduate program faculty are expert practitioners and leaders in a number of different specialties and are eager to assist students in individualized programs of study. Students may select a flexible program of study, either full-time or part-time. The University of Maine Bachelor of Science in Nursing (BSN) program and the MSN program are accredited by the Commission on Collegiate Nursing Education (CCNE).

The School of Nursing offers a variety of program plans for graduate study:

- **The Baccalaureate of Science in Nursing (BSN) to Master of Science in Nursing (MSN).** Prerequisites include: minimum grade of B in a baccalaureate level health assessment course; minimum grade of B in a statistics course; satisfactory GRE or MAT scores; graduate of an NLN or CCNE accredited BSN program with minimum under graduate GPA of 3.0; current licensure as a registered nurse in Maine.
- **The Certificate of Advanced Study (CAS) for registered nurses with a MSN.** The CAS offers a clinically focused program of study to registered nurses who already possess a MSN. Students in the CAS program must complete a minimum of 33 semester hours (500 and 600 level courses) within The University of Maine. Prerequisites include: graduate of an NLN or CCNE accredited MSN program; minimum graduate GPA of 3.25; current licensure as a registered nurse in Maine.
- **Individualized plans of study leading to a MSN for nurse practitioners, certified in various specialties, who hold a baccalaureate in nursing.** The individualized program of study will reflect the applicant's scope of practice, currency of clinical knowledge, and prior credentialing. Waiver of credit, if deemed appropriate, is approved at the time of admission to the program. Prerequisites include: graduate of an NLN or CCNE accredited BSN program, minimum GPA of 3.0; satisfactory GRE or MAT scores; current licensure as a registered nurse in Maine. National certification in specialty area preferred; evidence of recent clinical practice. The NP to MSN candidate may choose to expand expertise as a FNP or may select the individualized MSN program.

- **Family Nurse Practitioner (MSN-FNP)**

The family nurse practitioner is prepared to provide primary health care to individuals and families across the lifespan (newborns, infants, children, adolescents, adults, pregnant and postpartum women, and older adults). Primary care includes health promotion, disease and injury prevention, and the evaluation and management of common acute and chronic health problems. The focus of care includes individuals within families and the family unit, however the family chooses to define itself. Family nurse practitioners demonstrate a commitment to family-centered care in the context of communities.

The program of study may be tailored for full-time or part-time study. Course formats are a mix of online and classroom instruction. Clinical experiences are arranged to meet program outcomes and to accommodate the needs of the student. The Graduate Program Coordinator and the student's academic advisor will help plan a program of study and timeframe that meets the academic and clinical requirements. The combined credit requirement is approximately 49-51. The MSN-FNP curriculum meets the 2008 criteria for nurse practitioner programs published by the National Task Force on Quality Nurse Practitioner Education.

MSN-FNP graduates are eligible to take national certification examinations for Family Nurse Practitioners which are offered by the American Nurses Credentialing Center (<http://www.nursecredentialing.org/NurseSpecialties/FamilyNP.aspx>) and by the American Academy of Nurse Practitioners (<http://aanpcertification.org>). The University of Maine MSN-FNP program graduates have performed well on the national certification examinations.

- **Education (MSN-EDU)**

The Master of Science in Nursing with an Education focus is a individualized graduate program offered within the School of Nursing. This program is designed for the experienced nurse who wishes to have advanced knowledge in nursing combined with preparation to teach and evaluate learning. Course content in the education specialization includes curriculum development, didactic and clinical teaching methods, evaluation in nursing education, and population-focused care. It is intended to prepare nurses for careers in nursing faculty or in-service education roles. A full time student can complete this program of study in two years; part time study (3 to 4 years) is one option, as several courses are offered during summer and evening sessions. Faculty guidance is an integral part of each portion of the student's program of study. The Faculty Advisor serves as the chairperson of the project or thesis committee and provides ongoing guidance to each student as he or she progress through the program

Graduates who complete this program meet the educational criteria for the National League for Nursing (NLN) Nurse Educator Certification. The graduate must also meet the NLN role criteria for certification eligibility.

- **Individualized MSN (IMSN)**

This theoretical and field-experience curriculum allows the student to develop a program of study that builds upon their professional interests and career goals. Through core courses, specialized courses, and experiential components, I-MSN students may prepare for leadership roles as a nurse administrators and other professional roles.

The program of study may be tailored for full-time or part-time study. The Graduate Program Coordinator and the student's academic advisor will help plan a program of study and timeframe that meets the academic and experiential requirements. The combined credit requirement would be approximately 35-49, dependent upon focus area (e.g., administration and other professional roles).

A full-time student can expect to complete MSN degree requirements in 2 years. All work for the CAS or the MSN must be completed within a 6 year period.

The University of Maine School of Nursing Graduate Program Fact Sheet

Graduate Degree Options

Family Nurse Practitioner (FNP) - track
Nurse Educator - track
Individualized Master of Science in Nursing (I-MSN) for the
Nurse Administrator
Other advanced nursing role

Degree Completion Options

- * Full-time study for 2 years leading to a Master of Science in Nursing (MSN)
- * Part-time study for 3 or 4 years, leading to the MSN
- * Students already possessing the MSN may elect to obtain a Certificate of Advanced Study (CAS)
- * Credit requirements vary from 35 to 50, dependent upon the program option selected. Graduates are prepared to sit for national certification examinations.

Prerequisites

- ◆ BSN from a CCNE accredited program
- ◆ Undergraduate GPA minimum of 3.0 on a 4.0 scale
- ◆ Acceptable undergraduate course in Health Assessment; minimum grade of B
- ◆ College level statistics course; minimum grade of B
- ◆ College level research methods course; minimum grade of B
- ◆ Experience as a Registered Nurse, minimum of 2 years is strongly preferred (RN experience can be obtained while completing core graduate courses)
- ◆ Licensure to practice as a Registered Nurse in the State of Maine (by date of admission)
- ◆ Completion of either GRE or MAT within past 5 years; satisfactory score (not required with prior MSN)
- ◆ Preadmission interview by nursing faculty

Application Process

Contact The Graduate School, 5755 Stodder Hall, Room 42, University of Maine, Orono, 04469 (207- 581-3219) or go to Web site at <http://www.umaine.edu/graduate/> for information regarding admission procedures, financial aid, MAT/GRE examinations and graduate school policies & procedures.

Courses

Most course offerings are on the Orono campus although distance education technologies are expanding. A list of courses with course descriptions, credits, prerequisites, online capability and faculty is available on the Graduate School web site: <http://www.umaine.edu/graduate/>.

A schedule of graduate nursing courses is available on the School of Nursing Website: <http://www.umaine.edu/nursing/>

Clinical Sites

Clinical sites are located in many areas throughout the state. Preceptors who are MSN prepared and certified are preferred for I-MSN students. FNP students may be precepted by MSN prepared nurse practitioners, physician assistants or physicians.

Nondegree Graduate Students

Prospective applicants may wish to take nonclinical courses (up to 6 credits, with permission) as a way of determining aptitude and interest in the graduate program. Please visit our website: <http://www.umaine.edu/nursing/> for information and contact the School of Nursing at (207) 581-2505 for permission. To register, contact The Graduate School web site: <http://www.umaine.edu/graduate/> and complete the online nondegree application form.

Updated April 2011

Undergraduate Health Assessment Credit by Examination

Applicants to the graduate program who possess a BSN but who do not have a distinct undergraduate health assessment course on their transcript may fulfill this admission requirement in one of two ways:

Take an undergraduate health course which is equivalent to the University of Maine School of Nursing course: NUR 300 Health Assessment Through the Lifespan, earning a grade of “B” or higher,

Or

Demonstrate competency in health assessment through a testing option. The testing option consists of two parts:

National League for Nursing (NLN) Health Assessment Examination, and
Demonstration of knowledge through a practicum examination.

The written exam and the practicum grade each must be at least 85%, and will not be averaged. There is a non-refundable fee of \$100.00.

The NLN examination and practicum may be taken one time only. The practicum examination is consistent with the University of Maine expectation for undergraduate nursing students.

Upon successful completion of the NLN examination and practicum, the applicant is awarded 4 credits of NUR 300 Health Assessment Through the Lifespan.

Further information will be provided upon request.

BACKGROUND CHECK

All nursing students are required to have a background checks through American DataBank, an independent company which is approved by the American Association of Colleges of Nursing for this purpose.

Mandatory Background Checks:

The Joint Commission on Accreditation of Hospital Organizations (JCAHO) mandates that healthcare students who are in the clinical setting for an educational experience must complete the same background check as hospital employees.

Who pays the cost of the background check?

Students are responsible for the payment of their background investigation (\$33.00). This must be paid by credit card directly to American DataBank. www.maineoronobackgroundcheck.com

There are two steps:

- ♦ You must have finger-prints taken (and notarized) by Cindy Therrien in Dunn Hall, room 204. Please contact Cindy Therrien at 581-2505 to check on availability.
- ♦ This must be done by prior to registration of NUR503 - Advanced Health Appraisal and Physical Assessment.
- ♦ You must access the America Databank website to initiate the rest of your background Clearance: www.maineoronobackgroundcheck.com

Follow the step-by-step procedures outlined on the website. The profile information that you provide will be sent directly to the School of Nursing. The investigative process takes 8-15 weeks.

In the event that the first set of fingerprints are rejected please go to the American DataBank web site click on the Place Order tab and select Package 4: Rejected FBI Criminal Search—If ONLY in the US.

The results of the student's background check will be shared with clinical agencies upon request.



Health Insurance Portability and Accountability Act (HIPAA)

The University agrees to provide appropriate training in health care privacy, consistent with HIPAA and Maine law to all students. The University, agrees to document for each student the completion of such training, and shall provide such documentation and any training materials provided to students, upon request.

IMMUNIZATION REQUIREMENTS

All students must provide written evidence of a health history and physical examination, appropriate lab work, immunization status, and CPR certification before **NUR503 - Advanced Health Appraisal and Physical Assessment**. All documentation should be submitted to Cindy Therrien, Administrative Specialist CL2, Dunn Hall room 204.

Tuberculosis screening: To comply with Occupational Safety and Health Administration (OSHA) guidelines for health-care workers, you must have an initial PPD skin test (screening test for tuberculosis). If PPD isn't within the last year, you must turn in results of updated PPD. PPD testing must be repeated every year.

Immunizations:

You must provide evidence of immunity to rubella, rubeola, mumps, and varicella. If you do not have appropriate documentation of prior immunizations, you will need to have titers (a blood test) to demonstrate your immunity.

You must provide evidence of immunization for Hepatitis B. If you have not received immunization for hepatitis B, you must begin the (3) injection series. The protocol for this series will be explained to you by your health care provider, and you must complete the entire series.

Nursing students must be immunized against seasonal influenza virus. If you choose not be immunized against seasonal influenza, you must sign a declination form. The declination form is available from Cindy Therrien

The requirements listed above may be acquired at the medical office of your choice. Please provide Cindy Therrien copies of your immunization record.

University of Maine School of Nursing
Individualized Master of Science in Nursing (I-MSN)

There are many baccalaureate prepared nurses who are interested in an advanced degree in nursing. We established a Master's degree program in nursing in 1992, and successful graduates are scattered throughout the state. Undergraduate and graduate programs at the University of Maine, School of Nursing are accredited by CCNE. Our diverse faculty is prepared in a variety of clinical and role specialties, and are therefore able to assist students in the development of a plan of study which will meet their individual needs. Many courses use distance education technologies as a means of making the curriculum more accessible. Students may attend full time or part-time, and classes are scheduled with the working professional in mind.

Each graduate student's program of study must meet the requirements for a Master of Science in Nursing. Courses for I-MSN graduate students in nursing are as follows:

NUR 504	Theory Development in Nursing	3 cr
NUR 505	Nursing Research	3 cr
NUR 694	Health Policy, Politics and Nursing	3 cr
NUR 697 or 699	Graduate Capstone or Thesis	4-6 cr

In addition to the above core of 13-15 credits, the I-MSN student will complete an additional 22-24 credits. Those additional credits will be selected with the student's career goals in mind, and may be in nursing, administration or other disciplines as appropriate. The following courses within the nursing curriculum are available:

NUR 502	Family in Health and Illness	3 cr
NUR 507	Advanced Pathophysiology	3 cr
NUR 508	Advanced Pharmacology and Therapeutics	3 cr
NUR 693	Ethical Considerations in Health Care	3 cr
NUR 695	Special Topics in Nursing	1-3 cr
	Elective	3

Course selection is dependent upon the individual program of study; courses in other disciplines may be appropriate. The program of study will be determined at the time of admission.

Application requirements include a BSN with a minimum GPA of 3.0 or better, and a license to practice as a registered nurse. Applicants should also have received a grade of B or better in undergraduate physical assessment, statistics, and research courses.

The application process may be initiated by contacting the Graduate School at 581-3219 or visiting the website at: <http://www.umaine.edu/graduate/>

University of Maine School of Nursing
Master of Science in Nursing
Sample Full-Time Program of Study
Family Nurse Practitioner Program

	Fall	Credits	Clinical Hours	Spring	Credits	Clinical Hours
Year 1	NUR 503 Advanced Health Appraisal and Physical Assessment NUR 507 Pathophysiology * <i>Elective Year 1 or 2</i>	5 3 3	80	NUR 520 Family Nurse Practitioner Care: Neonate to Adolescent NUR 508 Advanced Pharmacology & Therapeutics * #	5 3	150
Summer Session	Cumulative Clinical Hrs NUR 502 Family in Health & Illness € Δ* NUR 504 Theory Development in Nursing € * # NUR 505 Nursing Research €*# NUR 521 FNP Gynecologic and Reproductive Care of Women Δ	3 3 3 4	80 150	Cumulative Clinical Hour (NUR 503,520)		230
Year 2	Cumulative Clinical Hrs (NUR 503,520,521) NUR 522 Family Nurse Practitioner Care of Adults I <i>Elective Year 1 or 2</i>	 5 3	 150	 NUR 506 Professional Issues in Advanced Practice Nursing NUR 523 Family Nurse Practitioner Care of Adults II NUR 694 Health Policy, Politics and Practice* Δ NUR 697/699 Capstone Project or Thesis	 2 6 3 4-6	 225
	Cumulative Clinical Hours(NUR 503,520,521,522)		530	Cumulative Clinical Hours(NUR 503,520,521,522,523)		755

Capstone credits please refer to NUR697 graduate capstone information in the graduate program handbook

Total credits: 49-51

Dependent upon, NUR 697 capstone project (4 cr) or NUR699 thesis completion (6 cr)
Clinical Courses (NUR 503, 520, 521, 522, 523) must be taken in numerical sequence.
INT 601 Responsible Conduct of Research (RCR) is required for all thesis students. This course should be taken early in the program of study.

Key:

- * May be taken by non-degree student, with instructor's permission
- # Completely online
- Δ Partially online
- € Offered every other years

For further information, including schedule of courses, contact the SON website at <http://www.umaine.edu/nursing> or call 581-2505
To apply, contact the Graduate School at <http://www.umaine.edu/graduate/>

Updated 8/24/15

University of Maine School of Nursing
Master of Science in Nursing
Nurse Educator
Sample Full-Time Program of Study

	Summer	Credits	Fall	Credits	Spring	Credits
Year 1	NUR 505 Nursing Research * € #	3	NUR 503 Advanced Health Appraisal and Physical Assessment NUR 507 Advanced Pathophysiology*	4 3	NUR 694 Health Policy, Politics and Nursing * Δ NUR 508 Advanced Pharmacology *Δ	3 3
	Semester Total	3	Semester Total	7	Semester Total	6
	NUR 504 Theory Development in Nursing # € *	3	NUR 512 Curriculum and Course Development Δ NUR 693 Ethical Inquiry in Health Care Issues * Δ	3 3	NUR 515 Assessment and Evaluation in Nursing Education Δ NUR 516 Field Experience (210 hours of practicum in nursing education) Δ	3 4
Year 2					NUR 697/699 Capstone or Thesis	4-6
	Semester Total	3	Semester Total	6	Semester Total	11-13

Total credit hours: 36-38 credits
NUR 697 Capstone experience = 4 credits
NUR 699 Thesis = 6 credits

Key:

* May be taken by non-degree student or Graduate Certificate in Nursing Education with instructor's permission.
Completely online
Δ Partially online
€ Offered every two years

Clinical Practicum Experiences for FNP Students

Clinical experiences for graduate FNP students are supervised by qualified preceptors who are licensed and credentialed advanced practice nurses, physician assistants and physicians. Faculty for the various clinical courses will guide each student in their selection of a preceptor to ensure the student is assigned to an appropriate preceptor within reasonable driving distance. Legal contracts between the University of Maine and the preceptor or clinical agency must be in place and current before a student starts their clinical rotation. Students must check with School of Nursing administrative staff to insure that all parties have signed and updated the contract ahead of the semester in which the clinical practicum is to take place.

Specific expectations of clinical preceptors will be explained in the course syllabi and by course faculty. Each preceptor will receive a letter from the course faculty member which will outline course objectives, clinical expectations and procedures used to evaluate and communicate student performance. The preceptors are asked to provide students and faculty with verbal and written feedback regarding the student's clinical performance and will verify the completion of the required clinical hours. Likewise, the student will have an opportunity to evaluate the preceptor and the clinical site. The course faculty member typically conducts one or more clinical site visits, depending on student needs and preceptor preferences. If the student has any concerns or issues regarding preceptors or the clinical site, they should be brought to faculty attention immediately.

Clinical Practicum Experiences for Nurse Educator Students

Students integrate theory in a reality context of teaching role, participation in classroom, laboratories & clinical settings pertinent to the area of interest and integrate teaching /learning theories in a practice setting online.

Clinical Practicum Experiences for I-MSN Students

Students integrate theory in a reality context of the student's area of interest and on-line discussions will supplement actual field experiences and faculty/student conferences.

DRESS CODE

Professional Attire:

When at the clinical site, professional attire is to be worn. Students may wear blouses, turtlenecks, or sweaters that cover the anterior chest and collar bones. There should be no cleavage nor should the abdomen be revealed. Dress slacks, khakis or skirt that falls just below or slightly above the knee. No miniskirts.

Inappropriate Attire:

- Jeans are NOT acceptable
- Hats, caps, bandanas, hoods or head scarves (except if considered part of religious or cultural dress)
- Sweatpants, sweatshirts, pajamas, leggings, spandex or exercise attire
- T-shirts, tank, mesh, halter or tube tops, spaghetti straps, showing of midriff or low cut tops
- No athletic or jean shorts
- Shirts with inappropriate or vulgar lettering or messages

Hygiene, Scented Products and Cosmetics:

Perfume, colognes and scented products are prohibited. However deodorant should be worn. The odor of smoke, halitosis (bad breath), or body odor is offensive to patients and hospital staff, so students must take measures to avoid such odors.

Hair:

Hair must be neat. If it is long it must be arranged off the face and collar, so as not to interfere with patient care. In some settings, beards or hair must be covered and/or removed as indicated in infection control policies.

Nails:

Nails must be clean and trimmed short for infection control and free of all nail polish including clear.

Jewelry:

Students must wear minimal jewelry. For example, students can wear a simple wedding band or friendship ring. Jewelry in pierced nose, lips, tongues and other exposed body areas other than ears, **is not permitted**. Earrings must be conservative/studs in appearance with no more than two holes with earrings in place in each earlobe. Individuals with ear gauges are to wear crystal clear ear plugs. Necklaces are not recommended because they could contaminate the sterile field. A watch with a second hand is required.

Tattoos:

All tattoos must be covered.

Other:

Students must refrain from chewing gum while at the clinical site.

General Policies and Regulations of the Graduate Degree Program

It is the student's responsibility to become familiar with the various requirements of graduate study applicable to them and to satisfy these requirements properly. The following policies and regulations apply to graduate study at The University of Maine. Some graduate programs have additional policies and regulations. Please contact the graduate program coordinator for specific program requirements.

Master of Science in Nursing

A minimum of 35-36 semester hours, including credit given for the thesis or scholarly project, is required. Credit for the thesis is a minimum of six hours, and credit for scholarly project is a minimum of 4 hours. A thesis or a scholarly project is required of all candidates for the degree of Master of Science in Nursing (MSN).

Students completing non-clinical programs (e.g. administration or education focus) have fewer credit hour requirements than students completing advanced practice programs (e.g. family nurse practitioner). Individual program requirements will be determined by the student's advisor.

A Certificate of Advanced Graduate Study (CAS) option is offered within the School of Nursing graduate program. The CAS allows registered nurses with a Master of Science in Nursing a cohesive program of graduate study within the available curriculum. Students in the CAS program must complete a minimum of 33 semester hours at the 500 and 600 level in registration within the University of Maine. These 33 credit hours must be in coursework approved by the Graduate Program Committee of the School of Nursing. All work for the CAS must be completed within a 6-year period. Applicants with a previous master's degree seeking a CAS may petition to waive up to 12 credits by completing a request to waiver or credit available online through the Graduate School.

For up to date Graduate School general policy information please click on this link: [Graduate Policies and Regulations.](#)

Non-Discrimination Notice:

The University of Maine does not discriminate on the grounds of race, color, religion, sex, sexual orientation, including transgender status and gender expression, national origin, citizenship status, age, disability, genetic information or veteran status in employment, education, and all other programs and activities. The following person has been designated to handle inquiries regarding non-discrimination policies: Director, Office of Equal Opportunity, 101 North Stevens Hall, 581-1226.

The Clery Act:

Please note: A recent change in a federal law, The Clery Act, requires universities to disclose to prospective students our three-year statistics regarding campus crime, including public property within, or immediately adjacent to and accessible from the campus. This report includes our policies for campus security, such as those concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. You can obtain a copy of this report by accessing the following web site, <http://www.umaine.edu/security>, or by contacting the Director of Public Safety, University of Maine, 5794 Public Safety Building, Orono, ME 04473 (207) 581-4053.

Sexual Discrimination Reporting:

The University of Maine is committed to making campus a safe place for students. Because of this commitment, if you tell a teacher about an experience of **sexual assault, sexual harassment, stalking, relationship abuse (dating violence and domestic violence), sexual misconduct or any form of gender discrimination** involving members of the campus, **your teacher is required to report** this information to the campus Office of Sexual Assault & Violence Prevention or the Office of Equal Opportunity.

- **If you want to talk in confidence** to someone about an experience of sexual discrimination, please contact these resources:
- For *confidential resources on campus*: **Counseling Center: 207-581-1392** or **Cutler Health Center: at 207-581-4000**.
- For *confidential resources off campus*: **Rape Response Services: 1-800-310-0000** or **Spruce Run: 1-800-863-9909**. **Other resources:** The resources listed below can offer support but may have to report the incident to others who can help:

For *support services on campus*: **Office of Sexual Assault & Violence Prevention: 207-581-1406**, **Office of Community Standards: 207-581-1409**, **University of Maine Police: 207-581-4040 or 911**. Or see the OSAVP website for a complete list of services at <http://www.umaine.edu/osavp/>

Disability Statement:

If you have a disability for which you may be requesting an accommodation, please contact either your instructor or Ann Smith, Coordinator of Services for Students with Disabilities (East Annex Building, 581- 2319), as early as possible in the term.

Religious Obligations: A member of any religious group may, without penalty, absent themselves from class, clinical or lab as required in compliance with their religious obligations. Given the diverse religious faiths represented at the University of Maine, School of Nursing and acknowledging the nonsectarian nature of the School of Nursing, this policy is intended to apply equitably to all religious groups and to provide opportunities for individuals to meet their religious obligations.

- The student who anticipates the need to be absent to accommodate his or her religious practice **must** notify faculty in advance of such anticipated absence. This notice should be provided at least one week in advance.
- Exams, assignments are required to be completed prior to the class/clinical/lab date. Clinical and lab make up shall be in compliance with the expectations as stated in each Clinical and Lab syllabi.
- No adverse or prejudicial effect shall result to any student who avails him/herself of the above policy.

If a faculty member has any questions about the request to be absent for a religious accommodation, questions may be directed to the University's Office of Equal Opportunity at 581-1226.

SCHOOL OF NURSING POLICIES

Definition of Grades :

The School of nursing participates in the +/- grading system. Individual faculty may choose to award a plus (+) or a minus (–) grade in nursing courses. The following criteria have been adopted for plus and minus grades:

A	=	100-92
A-	=	91-90
B+	=	89-88
B	=	87-82
B-	=	81-80
C+	=	79-78
C	=	77-75
C-	=	74-70

Students are responsible for following course requirements and notifying faculty and the Graduate School as soon as possible when events occur that prohibit course completion. Grade changes and corrections to your transcript are more difficult to accomplish after the course has been completed and the semester has ended.

Academic Progression

- Students are expected to achieve a grade of B- or higher in all courses.
- If a student earns a C or lower in any course, the student is counseled and dismissed from the nursing major.
- Students who wish to return to the graduate program in nursing after a leave of absence or to re-enroll after withdrawing will re-enter under current curricular requirements. If a significant amount of time has lapsed, additional coursework may be required.

Academic honesty (plagiarism, etc.)

Academic dishonesty includes cheating, plagiarism and all forms of misrepresentation in academic work, and is unacceptable at The University of Maine. As stated in the University of Maine's online undergraduate "Student Handbook," plagiarism (the submission of another's work without appropriate attribution) and cheating are violations of The University of Maine Student Conduct Code. An instructor who has probable cause or reason to believe a student has cheated may act upon such evidence, and should report the case to the supervising faculty member or the Department Chair for appropriate action.

Non-degree Status

If you do not intend to pursue a graduate degree, but want to take graduate level courses for personal or professional development or to apply for degree status at a later date, you may seek admission as a non-degree graduate student. To apply for non-degree graduate status, contact The Graduate School located at 5755 Stodder Hall, Room 42, University of Maine, Orono, 04469 (telephone (207- 581-3219) or contact <http://www.umaine.edu/graduate/> to complete the application online.

Admission as a non-degree graduate student neither guarantees or suggests subsequent admission to a degree program. Non-degree students are not eligible to receive fellowships or graduate assistantships.

Master of Science in Nursing

Program Learning Outcomes

Upon completion of the MSN program, the graduate will be able to:

- ♦ Apply evidence from research and best practice models for the provision of patient centered care and the evaluation of healthcare outcomes.
- ♦ Advocate for improved healthcare delivery and patient/community health outcomes through analysis of social, political and economic contexts.
- ♦ Incorporate ethical principles, legal and regulatory mandates, and professional standards in the advanced professional nursing role.
- ♦ Demonstrate leadership, professional accountability, and commitment to lifelong learning in the advanced professional nursing role.
- ♦ Evaluate and integrate a wide range of theories from nursing and related disciplines to provide high quality, culturally sensitive, and ethically based patient centered care.
- ♦ Partner with professional colleagues and healthcare consumers to promote health and to prevent injury and illness in populations served by the advanced professional nurse.
- ♦ The MSN-FNP graduate will be able to serve as primary health care provider in the promotion of health, prevention of injury and illness, and management of acute and chronic health problems through the lifespan and across a variety of settings.
- ♦ The MSN-Nurse Educator graduate will be able to synthesize knowledge from nursing science and teaching/learning theories to design, implement and evaluate educational programs/processes in academic and healthcare settings.
- ♦ The I-MSN-Nursing graduate will be able to provide advanced nursing care in complex health care systems.

Academic Advisement

- **Program of Study Form**

Update yearly with advisor and submit signed copy to the graduate program coordinator. Any time you want or need to make a change in your planned program of study, make an appointment to see your advisor for discussion. All faculty and staff want to assist you to make your graduate education experience rich and fulfilling, but it is your responsibility to maintain communication with your advisor via email, phone contact or scheduled appointment.

- **Course Registration**

Submit one month prior to start of the semester.

- **Clinical Contract Information Sheet**

Clinical sites and preceptors must be approved by the faculty member responsible for the course in which the clinical practicum is required. There may be particular sites that interest you and this should be communicated to the faculty member. Once the faculty member approves the selection of a clinical site and preceptor, the student may contact the preceptor and/or business manager of the agency for final arrangements. The student should submit the clinical preceptor form to faculty for signature before it is forwarded to Cindy Therrien, Administrative Specialist in room 204 Dunn Hall ahead of the first day of clinical. Legal contracts between the University of Maine and the clinical agency must be in place before students may begin their clinical practicum and this may take weeks to complete. Students may need to complete facility-specific paperwork and/or attend an orientation at the clinical agency prior to starting clinical

Student is responsible for completing form and submitting to Cindy Therrien, administrative support specialist at the School of Nursing, so that contracts between the clinical agency and the University of Maine are established or validated for currency.

- **Sample Letter to Preceptor**

This is an example of a letter that will be sent to your preceptor(s) by the faculty member responsible for the course.

- **Sample Clinical Preceptor Forms Evaluations**

This form will be enclosed with the letter to the preceptor(s). Each preceptor is responsible for submitting an evaluation for each student to the respective course coordinator.

- **Sample Student Evaluation of Clinical Site and Preceptor**

The student is responsible for submitting an evaluation for each clinical site and each preceptor to the respective course coordinator.

Thesis and Scholarly Project Policies

Students are strongly encouraged to select a thesis or scholarly project topic early in their program of study. Enrollment in Nursing Research (NUR 505) is designed to facilitate this process; therefore, students are encouraged to take NUR 505 early in their program of study.

Thesis

For a thesis, students will need an advisor or chair from the School of Nursing (SON) faculty plus two other faculty members from within or outside the SON. Full-time students need to select faculty advisors and committee chairpersons during their second semester of study and file a complete Program of Study form (including thesis title and all requisite signatures) with the Graduate School and the School of Nursing by the third semester. Part-time students must file a complete Program of Study form (including thesis title and all requisite signatures) with the Graduate School and the School of Nursing a minimum of three semesters before they expect to complete degree requirements, including thesis. The student will convene the full membership of the thesis committee at least twice prior to scheduling the oral defense. The intent of these meetings is that committee members come to agreement regarding the proposed research or project. The proposal must be approved by the committee prior to data collection or project implementation. The student will submit to the full committee a typed draft of the thesis to be defended at least two (2) weeks prior to the oral defense. The student will include a blank copy of the Tentative Thesis Acceptance Form (available on The Graduate School homepage) with the Chair's copy of the thesis.

The full committee will sign the Tentative Thesis Acceptance Form and return it to the Graduate Program Coordinator in the School of Nursing. At that time, the student will complete and submit to the Graduate School a Notice of Oral Examination Form (available on The Graduate School homepage). The Notice of Oral Examination Form must be submitted at least two (2) weeks prior to the defense. The student will advertise the oral defense of the thesis at least two weeks prior to convening it. Advertisement will include title of thesis, and date, time and location of defense and will be made by posting a notice in the School of Nursing and notifying the Graduate Program Coordinator. The defense must be held on campus during regular working hours.

The student will file a typed draft of the thesis to be defended with the Graduate School at least 24 hours prior to the oral defense, accompanied by a signed Tentative Thesis Acceptance Form. These materials are submitted in a manila envelope with a title page attached to the outside of the envelope. The tentative copy does not need to be on bond paper. Graduate School staff will review the document for acceptability of format and major components. A checklist of necessary changes and the thesis draft will be returned to the student. Only letter quality print is acceptable for the final copy of the thesis.

The student will complete the oral thesis defense as advertised. The student will pick up the reviewed thesis draft from the Graduate School following the oral defense and review it for format corrections. Following completion of revisions requested by the thesis committee and/or the Graduate School, the student will submit a final copy of the thesis with a signed copy of the Final Thesis Acceptance Form to the Graduate School by Monday preceding commencement.

The final copy of the thesis must be submitted unbound, on at least 25% cotton fiber bond, in a manila envelope, with a copy of the title page attached to the front of the envelope. Two copies of the title page and abstract, on bond paper, will accompany the original. One signed and dated Library Rights Statement (available from the Graduate School) must accompany the final copy of the thesis.

The student will submit one bound, final copy of the thesis and a copy of the Final Thesis Acceptance Form to the graduate faculty advisor in the School of Nursing. The Graduate Program Coordinator will submit the Completion of Requirements Form to the Graduate School.

Candidates for the Master of Science in Nursing may participate in the May commencement exercises even though degree completion is scheduled for August of the same year.

Please refer to the *Guidelines for Thesis/Dissertation/Project Preparation Revised February 2013* on the University of Maine, The Graduate School web page: for the most up-to-date information.

Scholarly Project

For a scholarly project, students will need one School of Nursing faculty member as advisor and the second as a reader. Full-time students must file a complete Program of Study form (including project title and all requisite signatures) with the Graduate School and the School of Nursing by the third semester. Part-time students must file a complete Program of Study form (including project title and all requisite signatures) with the Graduate School and the School of Nursing a minimum of three semesters before they expect to complete degree requirements, including the scholarly project

The student will file an Application for Degree Form (available from the Graduate School) and the required fee with the Registrar's office at the beginning of the intended semester of graduation. Semester deadlines are available from The Graduate School. Students who do not finish in the intended semester may apply for a refund of the fee through the Registrar's Office.

Procedures for final acceptance of the students' capstone scholarly project are determined by members of the capstone project committee, and will be communicated to the student.

The student will submit three copies of their scholarly paper to the graduate faculty advisor in the School of Nursing. One copy will be placed in the School of Nursing graduate library. The Graduate Program Coordinator will submit the Completion of Requirements Form to the Graduate School. Candidates for the Master of Science in Nursing may participate in the May commencement exercises even though degree completion is scheduled for August of the same year.

Graduate Capstone Guidelines

The student who earns a Master of Science in Nursing must complete all required course work in the program of study (POS), as well as a thesis (6 cr.) or graduate capstone (4 cr). Students who choose the research thesis option (NUR 699) are directed to the Thesis Guidelines published by the University of Maine Graduate School (<http://www.umaine.edu/graduate/studenthub/guidelines>) and are expected to work closely with their faculty advisor. Students who choose the Graduate Capstone (NUR 697) are directed to the School of Nursing guidelines described below.

NUR 697: Graduate Capstone

The graduate capstone (NUR 697), the non-thesis venue for the graduate student in nursing, is a 4-credit option for the student's academic capstone experience. NUR 697 represents successful mastery of graduate course work through in-depth analysis and synthesis of knowledge in a selected area of interest, with application to advanced nursing practice. Students will work closely with their faculty advisor and committee member (s) throughout the process and develop a time line for completion. The student is expected to develop: (a) the purpose and objectives of the project, (b) a brief overview of the project and, (c) the connection to advanced nursing practice. Students are encouraged to share their work with a professional audience through oral and /or poster presentation as a way to advance nursing knowledge and scholarship. Students who choose the graduate capstone may follow one of the three formats described below:

1. **Elective course and synthesis paper.** The student who chooses this graduate capstone option will demonstrate satisfactory completion of three (3) elective credits of graduate level course work that have been approved by the student's advisor, followed by a synthesis paper (1 cr.). The synthesis paper builds upon previous course work as well as the specialized knowledge gained in the selected 3 credit course. The synthesis paper will include critical review of literature in a focused area (minimum of three research articles plus other references), using skills gained from the selected 3 credit course, and will include implications for advanced nursing practice. [3 credit course + 1 credit synthesis paper = 4 credits]
2. **Expert Paper.** This graduate capstone option allows the student to develop specialized knowledge in an area of interest. The expert paper will reflect knowledge acquired through critical analysis and synthesis of the literature as well as through a variety of activities that promote professional development. Activities may include, but are not limited to, interviews with leaders in the field, participation or attendance in professional forums, and/or specialized clinical preceptorships. The intent is to develop expertise in a specialized area of study that connects theory, research and practice (such as clinical practice, administration, education, and/or policy). [4 cr.]
3. **Scholarly Project.** The student who chooses this graduate capstone option will demonstrate mastery of specialized knowledge through development of a project that benefits the nursing profession or the populations served by nurses in advanced practice. Scholarly projects include, but are not limited to, development and testing of a teaching or evaluation tool; development and implementation of a course; development, implementation, and evaluation of a web site; or other substantial activity in the area of interest. An accompanying paper will provide a summary and critique of the process and outcome of the scholarly project. [4 cr.]

The written component of all three options must adhere to the editorial style of the *Publication Manual of the American Psychological Association* (6th edition). Any other editorial style must be approved by the faculty advisor. Three bound copies must be submitted at the conclusion of the scholarly work.



FORMS

THE GRADUATE SCHOOL

SEMESTER/YEAR OF ADMISSION TO PROGRAM _____ STUDENT ID# _____

UNIVERSITY OF MAINE SCHOOL OF NURSING

PROGRAM OF STUDY FOR THE:

MASTER OF SCIENCE

Focus:

INDIVIDUALIZED MASTER OF SCIENCE

Focus:

CERTIFICATE OF ADVANCED GRADUATE STUDY

To be filled out in triplicate and submitted to the Graduate School, 5755 Stodder Hall. This program must be submitted before completion of twelve (12) credit hours or a student's third registration. Please see your advisor for assistance.

Thesis

Option _____ (6cr)

Scholarly

Project _____ (4cr)

Name:

Complete mailing address

Please indicate transfer courses applied to graduate degree but completed prior to admission.

Course title and number Credits Grade Institution Year

Course Work Plan: Begin with first graduate program course after admission as a degree candidate. Indicate year

Full time students will need to complete Year 1 and Year 2; part time students Year 3 and possibly Year 4

Fall			Spring			Summer		
Course	Grd	Credit	Course	Grd	Credit	Course	Grd	Credit

Fall			Spring			Summer		
Course	Grd	Credit	Course	Grd	Credit	Course	Grd	Credit

Fall			Spring			Summer		
Course	Grd	Credit	Course	Grd	Credit	Course	Grd	Credit

Fall			Spring			Summer		
Course	Grd	Credit	Course	Grd	Credit	Course	Grd	Credit

Total Hr 0

THE GRADUATE SCHOOL

Student Signature _____ Date _____
Please complete either Topic or thesis or Scholarly Project.

Topic of Thesis

Scholarly Project

Human/Animal Subject Review Committee Approval: Yes____ No____ N/A____

Signatures of Advisory Committee:

_____ (Committee Chairperson)	_____ (Print Name)	_____ (Date)
_____ (2nd Advisor/Reader)	_____ (Print Name)	_____ (Date)
_____ (Graduate Coordinator)	Mary Shea _____ (Print Name)	_____ (Date)
_____ (3rd Advisor/Reader)	_____ (Print Name)	_____ (Date)

Inquiries regarding progress of the student should be directed to:

Changes in this program may be made by submitting a Request for Change in Program form approved by the student's advisory committee and the Graduate Program Coordinator. Changes in the expected registration date for a clinical course constitute a program change, since this will alter the date of graduation. It is the student's responsibility to obtain approval of changes in her or his course of study at the time such changes are made.

Departmental Requirements for Graduation: Master of Science in Nursing degree is awarded after successful completion of a minimum of 35 credit hours, which includes credit given for either the thesis or scholarly project (6); The Certificate of Advanced Study (CAS) requires satisfactory completion of a minimum of 33 credit hours in coursework approved by the Graduate Program Committee

Revised 09/10

- NOTE: PLEASE PROVIDE ALL INFORMATION REQUIRED ON THIS FORM**

E-MAIL

(Students on assistantships/fellowships must register for 6 cr. hrs. unless doctoral candidate or in semester of graduation.)

[illegible]

29

Clinical Contract Information Sheet
University of Maine
School of Nursing

Name of Agency: _____

Mailing Address: _____

State: _____ Zip Code: _____

Telephone: _____ Fax: _____

Person signing the contract: _____

Preceptor (name & title): _____

Contact Person (name & title): _____

Student who will be attending agency: _____

Fall Semester: 20 _____ Spring Semester: 20 _____ Summer Semester: 20 _____

Dates when student will be at agency: _____

Course for which the clinical is for: _____

Faculty Signature: _____

- **Please fill out and return to Cindy Therrien as soon as you have made arrangements with the clinical site to ensure clinical contract is in place**



**SAMPLE OF LETTER SENT TO CLINICAL PRECEPTORS
IN NUR 522 AND NUR 523**

Date _____
Preceptor's Address _____

Dear [NAME],

Thank you for your willingness to provide clinical instruction to [student's name] through this _____ semester. Students are expected to be in the clinical setting 16 hours per week for 14 weeks. The way in which that time is divided up is negotiated by the student with the preceptor to accommodate your schedule. [Student's name] is in the final semester of this two-year MSN-FNP program. [Student's name] brings a solid foundation of nursing experience to her graduate studies. Prior to graduate school, [student's name] worked at [most recent clinical speciality" agency]. S/he has excelled with this program's required course work and clinical work to date. [Student's name] spent the Fall semester with [previous preceptor's name] who evaluated her/his clinical performance favorably.

This package contains several items for your review:

1. The course syllabus for NUR 523: FNP Care of Adults (II). This is the final course in a series of four clinical courses. The focus of this course focuses on health promotion and common health problems of adults seen in primary care settings, with particular attention to older adults.
2. An overview of the topics covered in the four clinical courses is on green paper. NUR 523 is shaded in grey. Of course, class topics and clinical opportunities rarely coincide - students are urged to learn from any clinical situation that occurs. Any opportunity to observe and/or practice dermatologic procedures is especially appreciated because they are difficult to teach on models. For example: simple wound assessment, repair, skin tag removal, use of liquid nitrogen or other cryotherapy, skin biopsies, treatment of cysts. Assessment and management of acute joint pain/injury is another area that needs clinical practice.
3. Two copies of the clinical evaluation form are enclosed ("Clinical Preceptor Evaluation of Family Nurse Practitioner Student"). Please note that the rating scale is 0- 3. A score of "0" or "1" denotes unsatisfactory performance; the student would need to repeat the course. Scores of "2" or "3" are satisfactory scores. I only need to receive your evaluation at the end of [student's name] time with you. However, it is beneficial to the student for the preceptor to review the clinical objectives, learning experiences, and identify the student's strengths and areas that need improvement at the mid-point of the clinical placement. At the completion of the student's time with you please send a final evaluation form to me, using the enclosed self-addressed, stamped envelope. I will need the evaluation by May 2nd in order to get final grades in time for graduation. If you believe a student is performing poorly in the clinical setting, please let me know as soon as possible (581-2607). I will make arrangements to assist the student in whatever areas need attention.
4. A form entitled "Student Evaluation of Clinical Experience" is enclosed for your information. Students use this form to provide feedback regarding their clinical learning experiences. They will return this form to me and I will summarize the information for you at the end of the semester.

5. An overview of "The One-Minute Preceptor" is on blue paper. This brief orientation to providing effective clinical teaching was gleaned from a presentation by Dr. David Irby from the University of Washington School of Medicine (and copied with permission). Dr. Irby developed this guide for busy clinicians who work with medical students and nurse practitioner students. I have been sharing this information with preceptors as often as possible because it is simple, reasonable, and appreciated by both first-year and second-year FNP students. I have several articles on clinical precepting by Dr. Irby and other medical educators; I'll be glad to send copies to you if you are interested in reading more.

I'm looking forward to a visit to [clinical agency providing preceptorship] at some point this semester to spend time with [student's name]. I will check with him/her to see what day is possible for a visit.

Please do not hesitate to call me at 581- 2607, or Email fishwick@maine.edu, for concerns or questions through the semester .

Thank you once again for your generous contributions to the education of students in the University of Maine FNP program.

Sincerely,

Nancy Fishwick, PhD, FNP,
Director, Assistant Professor

University of Maine School of Nursing
Orono, Maine

FAMILY NURSE PRACTITIONER GRADUATE PROGRAM

CLINICAL PRECEPTOR EVALUATION OF FAMILY NURSE PRACTITIONER STUDENT

Course: NUR 523 Family Nurse Practitioner Care of Adults, Part II.
(Fifth in a series of five clinical courses).

Student's name _____

Clinical agency _____

Clinical preceptor _____

Total hours with student (may be filled in by the student, but must be initialed by the preceptor) _____

Please use the following scale to rate the student's clinical performance:

- 0 = Consistently failed to achieve this objective.
1 = Met this objective infrequently and/or in an unsatisfactory manner.
2 = Met this objective consistently in a satisfactory manner.
3 = Excelled in meeting this objective.
NA = Clinical preceptor not able to rate performance; no opportunity to observe particular objective.

Upon completion of this clinical experience, the family nurse practitioner student:

- | | | |
|----|---|------------|
| 1. | Demonstrated effective communication with clients and families through nonverbal interaction, interviewing, teaching, and counseling. | 0 1 2 3 NA |
| | Comments: _____ | |
| 2. | Elicited appropriate health history information from clients and/or families/caregivers related to the client's health status and reason for clinical visit. | |
| | a. Related to well-adult visits | 0 1 2 3 NA |
| | b. Related to adults with acute, uncomplicated health problem(s) | 0 1 2 3 NA |
| | c. Related to adults with stable chronic health problem(s) | 0 1 2 3 NA |
| | Comments: _____ | |
| 3. | Performed an appropriate physical examination for the client's reason for clinical visit: | |
| | a. Related to well-adult visits | 0 1 2 3 NA |
| | b. Related to adults with acute, uncomplicated health problem(s) | 0 1 2 3 NA |
| | c. Related to adults with stable chronic health problem(s) | 0 1 2 3 NA |
| | Comments: _____ | |
| 4. | Demonstrated correct, safe technique in performing physical examinations. | |
| | a. Used diagnostic instruments correctly (otoscope, ophthalmoscope, stethoscope, other instruments: _____) | 0 1 2 3 NA |
| | b. Performed physical assessment techniques correctly: inspection, palpation, percussion, and auscultation.5. Demonstrated <u>beginning</u> competence in obtaining | 0 1 2 3 NA |

	the health history, performing the physical examination, and prioritizing urgency of problems for adult clients with <u>complex</u> health problems (i.e. acute complicated health problems, unstable chronic conditions, multiple health problems) and sought preceptor consultation appropriately.	0	1	2	3	NA
	Comments:					
6.	Demonstrated critical reasoning in the decision(s) to obtain initial laboratory and/or diagnostic tests for screening and/or diagnostic purposes.	0	1	2	3	NA
	Comments:					
7.	Demonstrated logical reasoning in assessment of the client's health status and the differential diagnosis of symptoms.	0	1	2	3	NA
	Comments:					
8.	Identified specific health promotion/health maintenance needs of clients, appropriate for the client's age, sex, home and occupational environment, and other factors influencing health.	0	1	2	3	NA
	Comments:					
9.	Developed an appropriate plan of care for client's and/or families'/caregivers' health maintenance and illness needs including:					
	a. Client education.					
	b. Client support/counseling.	0	1	2	3	NA
	c. Therapeutics: nonpharmacologic approaches to the condition(s)	0	1	2	3	NA
	d. Therapeutics: pharmacologic treatment of the condition(s)	0	1	2	3	NA
	e. Consultation and/or referral to other health care professionals as appropriate.	0	1	2	3	NA
	f. Plan for follow-up to evaluate effectiveness of plan of care.	0	1	2	3	NA
	Comments:					
10.	Accurately documented the subjective data, objective data, assessment, and plan of care in the client's record, using correct terminology and format.	0	1	2	3	NA
	Comments:					
11.	Communicated effectively and worked collaboratively with other members of the health care team and clinical staff.	0	1	2	3	NA
	Comments:					

Student's strengths:

Areas needing improvement:

Preceptor's Signature

Date

Student's Signature

Date

University of Maine School of Nursing
Orono, Maine

FAMILY NURSE PRACTITIONER GRADUATE PROGRAM

STUDENT EVALUATION OF CLINICAL EXPERIENCE

Course: NUR 523 Clinical Practicum

Student's Name _____

Clinical Agency _____

Clinical Preceptor _____

Total hours spent with preceptor _____

Directions: Please circle "A" if you agree with a statement. Circle "D" if you disagree with a statement. If you disagree, please state specific reasons for disagreeing.

During this clinical experience, the clinical preceptor:

A D Demonstrated a satisfactory level of interpersonal skill with the student by offering positive feedback, constructive criticism, and inviting student's questions and concerns.

Comments:

A D Responded to requests for student consultation in a timely manner.

Comments:

A D Demonstrated a high level of clinical knowledge and skillful care of clients.

Comments:

A D Provided opportunities for the student's learning needs as much as feasible in the clinical setting.

Comments:

A D Demonstrated flexibility in accommodating the student's pace and style of learning as much as feasible in the clinical setting.

Comments:

A D Demonstrated various aspects of rural primary health care practice, such as: collaboration and/or consultation with other health care providers, referral to other health care providers, client and/or community education, outreach efforts.

Comments:

Please provide a brief completion of the following statements:

Overall, this clinical experience provided an opportunity for me to:

Particular gaps in the learning opportunities with this clinical agency/clinical preceptor that I would like to accomplish with future clinical experience include:

Particular impediments to learning that were present in this clinical experience included:

Student's signature

Date

----- Thank you for your evaluation -----



Sigma Theta Tau International Honor Society of Nursing

Omicron Xi Chapter at Large

Society Mission:

The mission of the Honor Society of Nursing, Sigma Theta Tau International, is advancing world health and celebrating nursing excellence in scholarship, leadership, and service.

Society Vision :

Sigma Theta Tau International's vision is to be the global organization of choice for nursing.

How to Join:

As a Student

Students enrolled in a nursing program, and who meet the following criteria, are invited to join through one of STTI's chapters located around the world.

Undergraduate Students must

- have completed $\frac{1}{2}$ of the nursing curriculum;
- achieve academic excellence (at schools where a 4.0 grade point average system is used, this equates to a 3.0 or higher);
- rank in the upper 35 percentile of the graduating class;
- meet the expectation of academic integrity.

Registered Nurse Students must

- have completed 12 credit hours at current school;
- have completed $\frac{1}{2}$ of the nursing curriculum;
- achieve academic excellence (at schools where a 4.0 grade point average system is used, this equates to a 3.0 or higher);
- rank in the upper 35 percentile of graduating class;
- meet the expectation of academic integrity.

Graduate Students (Master's and Doctorate) must

- have completed $\frac{1}{4}$ of the nursing curriculum;
- achieve academic excellence (at schools where a 4.0 grade point average system is used, this equates to a 3.5 or higher);
- meet the expectation of academic integrity.

As a Nurse Leader

Nursing professionals not previously inducted as nursing students and not currently enrolled in a nursing program can also join STTI as a Nurse Leader using the criteria listed below.

Nurse Leader Candidates must:

- Be legally recognized to practice nursing in his/her country
- Have a minimum of a baccalaureate degree or the equivalent in any field
- Demonstrate achievement in nursing

For more information on how to join

Please contact the chapter contact person on the Contact Us page or visit the [STTI web site](#).