



VET PRN

The School of Nursing

Old Dominion University School of Nursing

NURSING 481 NURS 491 (Honors) Transition to Professional Nursing Practice

Preceptor Information

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Dear Preceptors:

Welcome to VET-PRN Preceptor program. Thank you for agreeing to be a preceptor for this program.

The purpose of the Veterans Education and Training as Primary care RNs (VET-PRN) project is to deliver a knowledgeable, skilled and sustainable veteran-focused primary care (PC) nursing workforce. This will be accomplished by incorporating primary-care curricular content and longitudinal clinical experiences in undergraduate nursing education.

We will support our community partners by developing online primary care training modules and hands on workshops for practicing RNs including a review course to prepare RNs for Primary Care certification. Advancing primary care knowledge and skills in the nursing workforce will contribute to the goal of RNs practicing at the full scope of their license in community-based teams in order to improve health care access and services that address the unique needs of veteran and underserved populations.

Our primary-care didactic and clinical focus includes:

- Veteran Health
- Chronic Disease Prevention and Control
- Mental Health and Substance Abuse Disorders
- Social Determinants of Health

The information provided here is intended to give you an overview of your role as preceptor. A faculty member will be assigned for each student and each clinical site. The ODU faculty member will serve as your best resource for getting started. Please feel free to contact us at any time.

Again, welcome to the program! We are excited to work with you!

Overview of Old Dominion University School of Nursing

“Inspiring Minds, Transforming Lives, Creating the Future”

Our faculty makes teaching our number one priority by enabling students to achieve success. We are determined to educate a new generation of visionary leaders and providers that will meet the needs of tomorrow. Each program is designed to prepare graduate students with expertise in theory, research, and advanced nursing practice with a curriculum that is multidisciplinary. Through our academic courses and clinical experiences, graduate students are prepared to meet the nationwide demand for nurses in advanced practice as well as to pursue doctoral study. All graduate nursing programs offered by the School of Nursing at Old Dominion University, with the exception of Nurse Anesthesia, are online/hybrid distance learning offerings. In addition to online learning, each student comes to campus each semester to work with standardized patients or for an on campus 2 to 3-day session.

The Baccalaureate Degree in Nursing, Master’s Degree in Nursing, and Doctor of Nursing Practice at Old Dominion University are accredited by the Commission on Collegiate Nursing Education (<http://www.aacn.nche.edu/ccne-accreditation>).

Mission

The mission of the School of Nursing is to transform healthcare by preparing exceptional nurses, extending nursing science, and partnering with our global community.

Vision

Create a healthcare future where inspired minds transform lives as exceptional nurse leaders, scientists, and advocates.

Values

Collaboration integrates inter-professional relationships and environments to enhance scholarly growth and improved healthcare outcomes.

Integrity encompasses the moral imperative to create and maintain an ethical environment through truthful and transparent interactions in our educational and professional practice area.

Innovation is the systematic application of novel strategies to advance nursing knowledge and practice to meet the healthcare needs of our global community.

Inspiration energizes others to expand intellect and emotion in pursuit of excellence.

The next few pages are intended to give you an overview of your role- the ODU faculty member will serve as your best resource for getting started. Please feel free to contact us at any time.

Please complete the **Preceptor Agreement Form** (enclosed on next page) & give it to the student to return it to the School of Nursing secretary during the first week of the rotation. A non-paid adjunct rating is available if you are interested in submitting your Resume or Curriculum Vitae to the school.

The **Course Description** for Role Transition follows:

The focus of this clinical course is on assisting the student to begin assimilating the role of the professional nurse. Students and preceptors will work together in order to facilitate the process of professional role assimilation within the assigned setting, to examine and practice application of change and leadership principles, and to critically observe the role of the nurse as a leader in the delivery of patient care. During the clinical experience the student will provide direct patient care to a group of patients. Clinical experiences will occur in a variety of health care settings.

The specific roles of the student, preceptor and faculty are on the following pages.

Completing the Clinical Performance Appraisal (CPA)

As the preceptor, you are being asked to evaluate the student's progress during the rotation. Please keep in mind that you are evaluating the student within his/her scope of care as a student and do NOT compare to competencies / abilities of a licensed newly graduated nurse (i.e. the ability to give medications without review).

The face sheet for the CPA defines the categories by which the students are evaluated. Please formally evaluate the students at the 100-hour point and at the completion of the clinical rotation. Weekly informal progress reports are encouraged. The ODU faculty completes the shaded portions of the tool and will total the score and convert it to a grade. The faculty contact will be available to review this tool with you if you are unfamiliar with it.

Again, thank you for agreeing to participate in this course. If you have any questions or problems, please feel free to contact the assigned faculty or course coordinator.

CLINICAL PRECEPTOR AGREEMENT FORM

I agree to provide clinical experience and supervision in my facility for the below named student enrolled in the School of Nursing at Old Dominion University. The student clinical experience will consist of patient contact, medical record documentation and confidential medical record evaluation by an ODU faculty coordinator.

All students have annual physical exams that certify they are healthy and able to do clinical work. Each student is covered by the University's standard malpractice policy that has a \$1 million (per occurrence), \$3 million (lifetime) limit for liability and malpractice for the number of hours per week stated in this contract. Students are advised of risks associated with clinical work and have signed forms which indicate their understanding of the risks in nursing practice.

I agree to accept the conditions of this clinical contract with the times and days the student and I have agreed upon.

Preceptor Name:

Preceptor complete mailing address

Preceptor Phone Number

PRECEPTOR SIGNATURE _____

Student Name:

Course(s):

Total hours scheduled with this preceptor:

Dates (from beginning to end) for clinical:

To be able to precept for the School of Nursing, we recommend that you become adjunct faculty. To become adjunct faculty, please **ATTACH TO THIS APPLICATION your Curriculum Vitae or Resume including complete home and office address and phone numbers, social security number, date of birth, current Virginia professional license. Make sure this information includes credentials and name of institution conferring your terminal degree. Please mail your Curriculum Vitae/Resume, and copy of your licensure along with this form to:**

Old Dominion University School of Nursing
Virginia Beach Higher Education Center
1881 University Drive
Virginia Beach, VA 23453

If you have already submitted this information, it is not necessary to mail it again. Please check the appropriate statements below:

- _____ I am not interest in becoming an adjunct clinical faculty.
- _____ I will mail required information for adjunct clinical appointment to the above address.
- _____ I have already sent the required information for adjunct clinical appointment to the School of Nursing.
- _____ I have received my letter of Adjunct Clinical Faculty appointment.
- _____ I have not received my appointment letter.

Please contact the School of Nursing at 757-683-4297 / 800-968-7276 if you have any questions.

NURS 481/91 Transition to Professional Nursing

CATALOG DESCRIPTION:

This clinical course is a concentrated experience in which students apply theoretical, conceptual and psychomotor learning in a structured clinical environment under the supervision of a staff preceptor. The experience is designed to assist the student to facilitate the transition to the role of the beginning practitioner of nursing.

COURSE DESCRIPTION:

The focus of this clinical course is on assisting the student to begin assimilating the role of the professional nurse. Students and preceptors will work together in order to facilitate the process of professional role assimilation within the assigned setting, to examine and practice application of change and leadership principles, and to critically observe the role of the nurse as a leader in the delivery of patient care. During the clinical experience the student will provide direct patient care to a group of patients. Clinical experiences will occur in a variety of health care settings.

COURSE REQUIREMENTS:

The following course requirements are listed below but not limited to:

A. Attendance

1. If an emergency occurs and the student cannot attend clinical experience, the student must contact the clinical preceptor and the clinical facility at least one hour prior to the required clinical time. Failure to do so will result in an **unsatisfactory** evaluation.

Missed clinical experiences will be handled individually, and more than one clinical absence may result in an unsatisfactory evaluation for the semester. Extenuating circumstances will be evaluated by the Course Coordinator.

2. During the clinical experience for role transition, the student will be assigned to work with a preceptor on a 1:1 basis. The hospital preceptor/clinical faculty member will be the first line resource, nursing supervisor and ODU course faculty will be available by beeper as needed. The student will work closely with the preceptor in order to begin to develop an understanding for the role of the staff nurse. During a clinical rotation the student may have > 1 preceptor, but we prefer that students don't have > 2 unless a clear plan of student evaluation is established in advance.
3. Clinical days will be scheduled with the preceptor. Students are expected to work with their preceptor for a minimum of 200 hours during the clinical experience.

B. Clinical Experience

1. It is expected that by the end of the experience the **student will provide total patient care** (i.e. assessment, medications, procedures, etc.) **for a patient group appropriate in number for the specific unit.** Where do you expect a new grad to be at the end of week 5 of orientation? That's our goal for the students- there isn't a concrete number- it changes by unit.
 - a. Students are expected to give medications, including IV push as the institution allows, but are not to be given their own med machine access. Medications must be reviewed with the preceptor prior to being given. STUDENTS HAVE BEEN TOLD THAT THEY ARE NOT TO TAKE THE PRECEPTOR'S BADGE TO SCAN MEDICATIONS IF THE PRECEPTOR IS NOT IN THE ROOM.
 - b. Students may not take verbal orders since they are not licensed providers. They may call physicians, but the primary nurse must also be on the line for orders.
 - c. Students may not be a second check for any sign-off that requires 2 nurses.
 - d. Students generally only have read-only access to EMRs. Students should not be completing documentation under the staff nurse's code unless that nurse is present with the student and supervising the documentation. All narrative notes should be signed as written by a student nurse at ODU.
2. The student may also be involved in managing the team with the preceptor or spending time with the charge nurse. The student might be involved in delegating and interacting with a group. Other roles the student will participate in may include, but are not limited to: calling physicians (students may not take verbal orders over the phone), interacting with other departments in the health care setting, and reviewing physician orders.

C. Professional Appearance:

1. The student must be in full uniform (will vary by unit) with proper identification at orientation and subsequent clinical days. Please review [Student Handbook](#) for specifics on student professional appearance.

D. Prescriptive Lab Experience:

A student unable to perform a specific skill satisfactorily in the clinical setting will be sent to a **prescriptive lab**. Once the learning need is identified, the student is required to make an appointment within three days with the course faculty. A student may also make

appointments for prescriptive labs based on self-identified needs. Any student desiring help with math for medications may seek help through a prescriptive lab.

H. Evaluation:

Evaluation is based on satisfactory/unsatisfactory requirements as well as numerical grades. The following delineates the requirements:

1. Clinical Evaluation
 - A. Clinical Evaluation Tool: (completed by preceptor)

A grade less than 80 or a rating lower than assisted on the clinical evaluation will result in an automatic failure for N-481/91.
 - B. Unsatisfactory or unprofessional behaviors may result in clinical warning, probation, or failure based upon the professional judgment of the faculty. (See Student Handbook for further explanation.)
2. The students will receive a numerical grade on the following requirements:
 - A. Clinical Evaluation Tool
 - B. Philosophy of Nursing
 - C. Nursing Portfolio
 - D. Clinical logs
 - E. HESI Exit exam and NCLEX Test Questions
3. In order to pass the course, students must:
 - Score a 80% or higher on the CPA with all ratings at the superior, expected, or minimum competency level
 - Score a 80 or higher on the Personal Philosophy paper and Portfolio.

GUIDELINES FOR ROLE TRANSITION EXPERIENCE

Preceptor Role:

The role of the PRECEPTOR should include the following, but is not limited to:

1. Serve as the clinical preceptor for a senior student in a concentrated clinical experience.
2. Assume responsibility for the student's practice experience in collaboration with the ODU faculty member.
3. Provide feedback to the student with a weekly discussion.
4. Assist the student to assimilate the role of the professional nurse in the assigned setting. Some of the ways in which this can be accomplished might include:
 - a. Have the student make rounds with his/her preceptor to identify the various components of the preceptor's role.
 - b. Have the student, in an observational role, attend various intra- and inter-departmental meetings with the preceptor.
5. Assist the student in understanding and utilizing the application of change and leadership principles. Some of the ways in which this can be done might include:
 - a. Provide the student an opportunity to work with the preceptor on a specific project that will involve the use of change theory or leadership skills to implement.
 - b. Provide the student an opportunity to observe the preceptor interacting with other members of the health care team.
6. Allow the student to critically observe the role of a nurse manager/leader. Some of the ways in which this can be accomplished might include:
 - a. Provide specific interaction time between the preceptor and student to discuss this aspect of the preceptor's leadership style.
7. Assist the student in assuming the role of a new graduate nurse. Some of the ways in which this can be accomplished might include:
 - a. Encourage the student to take on as much of the preceptor's role as able. By the end of the experience, the student is responsible for many or most of the preceptor's assignments.
 - b. Assist the student in the development of organizational skills.
 - c. Assist the student in setting priorities with groups of patients.
 - d. Assist the student in practicing delegation.
 - e. Assist the student in documentation of care provided.
 - f. Assist in the final evaluation of the student.

8. Assist the student in meeting higher personal goals and objectives through the negotiation of other activities.
9. Communicate with ODU faculty member about the student's progress on a regular basis.
- 10. Complete a clinical performance appraisal tool and discuss the evaluation with the student at the middle and end of the clinical rotation.**

Student Role:

The role of the student is to act as a self-directed learner with a basic knowledge of professional nursing and leadership and organizational theory. The student-preceptor relationship requires frequent collaboration and an attitude of mutual respect. The student is responsible for the following actions:

1. Take the initiative to identify and share learning objectives.
2. Evaluate own progress weekly toward attainment of identified objectives.
3. Provide the preceptor with faculty contact information- e-mail and phone.

The role of the STUDENT should include the following, but is not limited to:

1. Establish specific goals and objectives for the clinical setting **and** share with preceptor.
2. Develop a collaborative relationship with preceptor and other members of the health care team.
3. Become independent in taking responsibility for patients in the clinical setting.
4. Communicate problems or potential problems to the preceptor and or clinical instructor as soon as identified.
5. Show evidence of progress toward goals through journal entries.
6. Assume as much of the preceptor's role as possible. This includes delivering care to the preceptor's usual number of patients.
7. Identify various leadership styles observed on the unit or in interactions with other health team members.
8. Work with the preceptor collaboratively on a specific project or activity.

9. Evaluate competencies and limitations in assimilating the role of the professional nurse in regard to leadership and management.

Faculty Role:

The role of the FACULTY member should include all of the following, but is not limited to:

1. Assist the student in developing goals and objectives.
2. Collaborate with the student and the preceptor in allowing the student to meet the student's learning needs.
3. Be available to the student and preceptor for consultation, including but not limited to, orientation to the course, course expectations and explanation of the Clinical Performance Appraisal.
4. Participate in the clinical supervision of the student as needed when concerns arise.
5. Make 3 visits to the clinical site to meet with the student and preceptor for local placements. For out of area preceptorships contact may be made using electronic communication or face to face visits as agreed upon by the clinical site and ODU.