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**Clinical Expert Packet 2022-2023**

**Western Carolina University.**

**Doctor of Nursing Practice (DNP)Program**

Western Carolina University 28 Schenck Parkway, Suite 300

Asheville, NC 28803

[WCU](https://www.wcu.edu/learn/programs/nursing-practice-dnp/index.aspx) DNP Website

**Introduction**

This clinical expert packet is designed for the clinical expert of graduate students enrolled in WCU Post-Master’s Doctor of Nursing Practice Program at the Western Carolina University. The DNP degree program provides master’s prepared nurses with opportunities for practice-based doctoral education. The DNP program is taught by the graduate nursing faculty as well as advanced practice nurses and leaders from both universities and the community.

The DNP program has been developed to meet recommendations of the American Association of Colleges and Nurses (AACN), the National Organization of Nurse Practitioner Faculties (NONPF), the American Association of Nurse Anesthetists (AANA) and American Academy of Nurse Practitioners

(AANP).

The Doctor of Nursing Practice (DNP) degree at Western Carolina University prepares graduates to analyze systems of care and provide transformational leadership that will improve patient safety, quality of care, and implement evidence-based (translational) culturally competent care practices. Graduates from this program will be able to interpret and apply research findings to practice settings, determine and measure system and population outcomes, manage information systems and use appropriate technology for health and risk communication. DNP graduates will have the skills and abilities to substantially contribute to system reform to achieve goals articulated by the Institute of Medicine, the National Academy of Sciences, and the National Quality Forum.

The Philosophy Mission, Core Values and Goals of the School of Nursing at Western Carolina University can be found in the [Graduate Nursing Student Handbook.](https://www.wcu.edu/WebFiles/NSG_Graduate_Handbook.pdf)

**General Information**

### Figure 1: Essential Elements of Analysis, Leadership, and Practice in the DNP Program

|  |  |  |
| --- | --- | --- |
| **Analysis** | **Leadership** | **Practice** |
| * Evaluation of complex health problems
* Diagnosis of problem
* Evidence based practice
* Global health indicators social determinants of health
 | * Knowledge of health care delivery systems advocacy for health policy
* Communication skills
* Cultural competence and humility Ethics
 | * Advanced practice specialty knowledge
* Mastery of advanced practice specialty skills
* Cognate knowledge relative to specialty
* Design and coordination of services System of care factors affecting patient outcomes
 |

**DNP Core Competencies-**Students are expected to master the core competencies reflected in

[The Essentials of Doctoral Education for Advanced Nursing Practice](http://www.aacnnursing.org/Portals/42/Publications/DNPEssentials.pdf)

(2006)

**DNP Program Contact Person**-Dr. Angie Trombley (atrombley@email.wcu.edu) –WCU Doctor of Nursing Practice Program Director

**Curriculum Plan**

The Doctor of Nursing Practice program requires 34 post-master’s graduate semester credit hours and completion of a total of 1,000 clinical hours (including 500 hours in the same clinical practice specialty from the MSN program). Applicants who completed fewer than 500 hours in their MSN program will be expected to complete additional clinical hours in order to achieve the total of 1,000 for the DNP program. All students will be required to complete the curriculum that includes a sequence of courses as listed in the plan of study.

## **WCU DNP Program Guidelines for Clinical Experts**

**Definition of Clinical Expert**: A clinical expert is defined as a person employed at the site who can facilitate the student’s entry and progress toward meeting Clinical Scholarly Project milestones, and successful completion of the Clinical Scholarly Project. The clinical expert should be the most qualified person available and should hold a doctorate in their field of study. **Clinical Expert agreements** are completed as a part of the Clinical Residency and Project Development Course. The DNP student is responsible for locating a clinical expert to aid in their project development and implementation.

### Role of Clinical Expert

1. Discuss/approve project topic with the student and communicate with the committee chair on an ongoing basis through project completion.
2. Review Expert Guidelines and complete the Appointment of Doctoral Project Committee Form with the student.
3. Provide a CV to the student to be kept on file in the School of Nursing.
4. Facilitate access to site(s) and data that will be pertinent to project completion.
5. Provide resources and contacts for student to accomplish planned activities.
6. Provide direction for student consistent with project goals.
7. Provide feedback to committee chair regarding student completion of clinical learning objectives.
8. Sign the student’s Clinical Learning Contract at the beginning and end of each semester
9. Sign the DNP Residency/Scholarly Project Hourly Log at the end of each semester
10. Sign the Clinical Scholarly Project Topic Approval (provided by student), Project Proposal Defense Form, and Final Defense Report Form upon successful completion by the student.

### Role of the DNP Student:

1. Clearly identify clinical learning objectives, planned activities, and planned outcomes.
2. Distribute written Clinical Learning Contract to the committee chair and clinical expert for approval at the beginning of each semester enrolled in a Clinical Residency and Project Development course.
3. Provide clinical expert needed forms for signature.
4. Maintain professionalism in all aspects of clinical experience.
5. Seek assistance as needed to complete planned activities and deliver planned outcomes.
6. Communicate on a regular basis with committee chair and clinical expert.
7. Seek regular feedback regarding project progress and completion of project objectives.
8. Provide expert with all promised outcomes pertaining to the site.
9. Submit signed forms to course faculty/IOR for final approval and course completion.

### DNP Project Procedure:

1. The student will contact the agency/expert and discuss needs for this clinical experience.
2. The expert will be given a copy of this guideline to make an informed decision regarding agreement to the terms of the role.
3. The student, committee chair, and clinical expert will complete the Appointment of Doctoral Project Committee Form.
4. Students will be required to complete the curriculum that includes a sequence of courses as listed in the plan of study.
5. The student will provide the expert and the committee chair with their finalized Clinical Learning Contract at the beginning of each semester. The contract should address activities for achieving each of the Clinical Learning Contract objectives and successfully completing the Clinical Scholarly Project.
6. On completion of the agreed upon clinical hours, the expert is to sign the Clinical Learning Contract and the DNP Residency/Clinical Scholarly Project Hourly Log, which the student will provide.
7. The student is to submit the form to the Clinical Residency and Project Development course instructor.
8. The student will present their Clinical Scholarly Project throughout the course of study. The clinical expert is welcome and encouraged to attend any of the presentations and is required to sign off on the completion forms after these presentations. If the expert is unable to be at a presentation, they may review the final written product and the prepared power point presentation as a means to evaluate the student’s successful completion of the project milestone.
9. Students at WCU will complete an evaluation of their clinical expert after the completion of each clinical semester.

## **Program Outcomes**

**Upon completion of the DNP program, graduates will:**

* Analyze and integrate evidence from nursing science with evidence from other relevant scientific disciplines to form a scientific foundation for advanced practice in nursing.
* Apply clinical scholarship, scientific evidence, and analytical methods to improve health care outcomes.
* Develop and evaluate systems to enhance safety and quality of health care.
* Advocate and participate in collaborative interdisciplinary efforts to improve health outcomes at the practice/organization, community, state and national levels.
* Engage in culturally competent and ethically sound advanced nursing practice.
* Demonstrate leadership in the improvement of patient outcomes and transformation of health care delivery.
* Directly manage the complex problems of clients/populations and systems to facilitate access and navigation of the health care system to improve health outcomes.

## **Characteristics of the Graduate**

The characteristics of the graduate reflect the [*Essentials for Doctoral Education in Advanced Nursing Practice*](http://www.aacnnursing.org/Portals/42/Publications/DNPEssentials.pdf)(AACN, 2006, pg. 8-17). These essentials focus on eight areas of advanced nursing practice. The areas are as follows:

### Essential #1: Scientific Underpinnings for Practice

**The DNP program prepares the graduate to:**

1. Integrate nursing science with knowledge from ethics, the biophysical, psychosocial, analytical, and organizational sciences as the basis for the highest level of nursing practice.
2. Use science-based theories and concepts to:
	1. Determine the nature and significance of health and health care delivery phenomena.
	2. Describe the actions and advanced strategies to enhance, alleviate, and ameliorate health and health care delivery phenomena as appropriate; and evaluate outcomes.
3. Develop and evaluate new practice approaches based on nursing theories and theories from other disciplines.

### Essential #2: Organizational and Systems Leadership for Quality Improvement and Systems Thinking

**The DNP program prepares the graduate to:**

1. Develop and evaluate care delivery approaches that meet current and future needs of patient populations based on scientific findings in nursing and other clinical sciences, as well as organizational, political, and economic sciences.
2. Ensure accountability for quality of health care and patient safety for populations with whom they work:
	1. Use advanced communication skills/processes to lead quality improvement and patient safety initiatives in health care systems.
	2. Employ principles of business, finance, economics, and health policy to develop and implement effective plans for practice-level and/or system-wide practice initiatives that will improve the quality-of-care delivery.
	3. Develop and/or monitor budgets for practice initiatives.
	4. Analyze the cost-effectiveness of practice initiatives accounting for risk and improvement of health care outcomes.
	5. Demonstrate sensitivity to diverse organizational cultures and populations, including patients and providers.
3. Develop and/or evaluate effective strategies for managing the ethical dilemmas inherent in-patient care, the health care organization, and research.

### Essential #3: Clinical Scholarship and Analytical Methods for Evidence-Based Practice

**The DNP program prepares the graduate to:**

1. Use analytic methods to critically appraise existing literature and other evidence to determine and implement the best evidence for practice.
2. Design and implement processes to evaluate outcomes of practice, practice patterns, and systems of care within a practice setting, health care organization, or community against national benchmarks to determine variances in practice outcomes and population trends.
3. Design, direct, and evaluate quality improvement methodologies to promote safe, timely, effective, efficient, equitable, and patient-centered care.
4. Apply relevant findings to develop practice guidelines and improve practice and the practice environment.
5. Use information technology and research methods appropriately to:
	1. Collect appropriate and accurate data to generate evidence for nursing practice
	2. Inform and guide the design of databases that generate meaningful evidence for nursing practice
	3. Analyze data from practice
	4. Design evidence-based interventions
	5. Predict and analyze outcomes
	6. Examine patterns of behavior and outcomes
	7. Identify gaps in evidence for practice
6. Function as a practice specialist/consultant in collaborative knowledge-generating research.
7. Disseminate findings from evidence-based practice to improve healthcare outcomes

### Essential #4: Information Systems /Technology and Patient Care Technology for the Improvement and Transformation of Health Care

**The DNP program prepares the graduate to:**

1. Design, select, use, and evaluate programs that evaluate and monitor outcomes of care, care systems, and quality improvement including consumer use of health care information systems.
2. Analyze and communicate critical elements necessary to the selection, use and evaluation of health care information systems and patient care technology.
3. Demonstrate the conceptual ability and technical skills to develop and execute an evaluation plan involving data extraction from practice information systems and databases.
4. Provide leadership in the evaluation and resolution of ethical and legal issues within healthcare systems relating to the use of information, information technology, communication networks, and patient care technology.
5. Evaluate consumer health information sources for accuracy, timeliness, and appropriateness.

### Essential #5: Health Care Policy for Advocacy in Health Care

**The DNP program prepares the graduate to:**

1. Critically analyze health policy proposals, health policies, and related issues from the perspective of consumers, nursing, other health professions, and other stakeholders in policy and public forums.
2. Demonstrate leadership in the development and implementation of institutional, local, state, federal, and/or international health policy.
3. Influence policy makers through active participation on committees, boards, or task forces at the institutional, local, state, regional, national, and/or international levels to improve health care delivery and outcomes.
4. Educate others, including policy makers at all levels, regarding nursing, health policy, and patient care outcomes.
5. Advocate for the nursing profession within the policy and healthcare communities.
6. Develop, evaluate, and provide leadership for health care policy that shapes health care financing, regulation, and delivery.
7. Advocate for social justice, equity, and ethical policies within all healthcare arenas.

### Essential #6: Interprofessional Collaboration for Improving Patient and Population Health Outcomes

**The DNP program prepares the graduate to:**

1. Employ effective communication and collaborative skills in the development and implementation of practice models, peer review, practice guidelines, health policy, standards of care, and/or other scholarly products.
2. Lead interprofessional teams in the analysis of complex practice and organizational issues.
3. Employ consultative and leadership skills with intraprofessional and interprofessional teams to create change in health care and complex healthcare delivery systems.

### Essential # 7: Clinical Prevention and Population Health for Improving the Nation’s Health

**The DNP program prepares the graduate to:**

1. Analyze epidemiological, biostatistical, environmental, and other appropriate scientific data related to individual, aggregate, and population health.
2. Synthesize concepts, including psychosocial dimensions and cultural diversity, related to clinical prevention and population health in developing, implementing, and evaluating interventions to address health promotion/disease prevention efforts, improve health status/access patterns, and/or address gaps in care of individuals, aggregates, or populations.
3. Evaluate care delivery models and/or strategies using concepts related to community, environmental and occupational health, and cultural and socioeconomic dimensions of health.

### Essential #8: Advanced Nursing Practice

**The DNP program prepares the graduate to:**

1. Conduct a comprehensive and systematic assessment of health and illness parameters in complex situations, incorporating diverse and culturally sensitive approaches.
2. Design, implement, and evaluate therapeutic interventions based on nursing science and other sciences.
3. Develop and sustain therapeutic relationships and partnerships with patients (individual, family or group) and other professionals to facilitate optimal care and patient outcomes.
4. Demonstrate advanced levels of clinical judgment, systems thinking, and accountability in designing, delivering, and evaluating evidence-based care to improve patient outcomes.
5. Guide, mentor, and support other nurses to achieve excellence in nursing practice.
6. Educate and guide individuals and groups through complex health and situational transitions.
7. Use conceptual and analytical skills in evaluating the links among practice, organizational, population, fiscal, and policy issues.

## **Description of Practice Hours**

The DNP program builds on typical master’s education programs that focus on preparation for beginning advanced specialty practice, leadership, and scholarly scientific inquiry. The goals of practice experiences at the doctoral level include preparation of practitioners and administrators with advanced leadership skills who can facilitate translation of the evidence base into practice within a minimum amount of time and with a maximal positive impact on the health outcomes of the populations served.

Upon completion of the post-master’s DNP program, students will have a total of 1,000 hours of clinical practicum, and 500 of those hours may be carried over from the students’ MSN program. Students must submit a practicum hour verification form upon entry into the program, which serves as documentation of hours obtained prior to program entry. The Clinical Residency and Project Development courses have 540 clinical residency hours built into their content. Students who do not enter the program with 500 clinical hours will be required to complete additional precepted hours to ensure the 1,000 clinical hour requirement is met, and documentation will be provided to the program coordinator/director.

Practice may take a variety of forms, from direct patient care to analyses of organizational or public health needs, topic research, data collection or interprofessional meetings. Each course that has designated practice hours will specify what practice behaviors/activities constitute a passing level in meeting the course objectives. In addition, a clinical expert is necessary to facilitate the student’s activities at the practice site. A clinical expert is defined as a person employed at the site who can facilitate the student’s entry and progress toward meeting their objectives. The clinical expert should be the most qualified person available and should hold a doctorate in their field of study.

Students must provide the course faculty member with a written plan signed by the student, the clinical expert, and the course faculty member. This written plan should set forth the learning objectives (based on Clinical Residency and Project Development course objectives), specific learning activities, time commitment, and outcomes to be accomplished. The signed plan will constitute a learning contract between WCU faculty, the student, and the clinical expert. This contracting process can take time to complete so planning ahead is strongly encouraged. The course faculty member, in consultation with the clinical expert, will determine whether the objectives have been met at a satisfactory level.

In addition to the Clinical Learning Contract, students will keep a clinical log. This form will allow the student to log all residency hours that are completed throughout each semester. Clinical experts are asked to review this log at the end of each semester.

Students will provide the clinical expert with the Clinical Learning Contract and the Clinical Log.

**Doctor of Nursing Practice Program Western Carolina University**

**Program of Study: Summer 2022: Full-Time Post Master’s DNP Program (Total credits: 34)**

|  |  |  |
| --- | --- | --- |
|  |  | **Summer 1** |
|  |  | **NSG 823 Economic and Financial Aspects of Healthcare Systems (3)****NSG 826 Leadership and Healthcare Systems (3)****NSG 814 Foundations and Applications of Evidence Based Healthcare (3)** |
|  |  | **Credits: 9** |
| **Fall 1** | **Spring 1** | **Summer 2** |
| **NSG 822 Health Care Policy and Ethics (3) NSG 817Applied Biostatistics (3)****NSG 801: Essentials of Academic Writing (1)****NSG 917 DNP Scholarly Project and Clinical Residency (3)** | **NSG 802: Community Epidemiology (3) NSG 816 Global Health & Social Justice (3)****NSG 917 DNP Scholarly Project and Clinical Residency (3)** | **NSG 815 Healthcare Program Evaluation and Quality (3) NSG 917 DNP Scholarly Project and Clinical Residency (3)** |
| **Credits: 10** | **Credits: 9** | **Credits: 6** |

**Doctor of Nursing Practice Program Western Carolina University**

|  |  |  |
| --- | --- | --- |
|  |  | **Summer 1** |
|  |  | **NSG 826 Leadership and Healthcare Systems (3)****NSG 814 Foundations and Applications of Evidence Based Healthcare (3)** |
|  |  | **Credits: 6** |
| **Fall 2** | **Spring 2** | **Summer 2** |
| **NSG 822 Health Care Policy and Ethics (3) NSG 801: Essentials of Academic Writing (1)** | **NSG 802: Community Epidemiology (3) NSG 816 Global Health & Social Justice (3)** | **NSG 823 Economic and Financial Aspects of Healthcare Systems (3)****NSG 815 Healthcare Program Evaluation and Quality (3)** |
| **Credits: 4** | **Credits: 6** | **Credits: 6** |
| **Fall 3** | **Spring 3** | **Summer 3** |
| **NSG 817 Applied Biostatistics (3)****NSG 917 DNP Scholarly Project and Clinical Residency (3)** | **NSG 917 DNP Scholarly Project and Clinical Residency (3)** | **NSG 917 DNP Scholarly Project and Clinical Residency (3)** |

**Program of Study: Fall 2021: Part-Time Post Master’s DNP Program (Total credits: 34)**

|  |  |  |
| --- | --- | --- |
| **Credits: 6** | **Credits: 3** | **Credits: 3** |

**Guidelines for DNP Scholarly Project: Appendix A**

**Scholarly Paper Format**

Use the following format for the DNP Scholarly Project:

* University Signature Page
* Title Page
* Copyright
* Acknowledgements
* Abstract
* Introduction/Background
* Problem Statement
* Purpose of the Project
* Clinical Question
* Literature Review
* Conceptual/ Theoretical Framework
* Project Design
	+ Methodology
	+ Subjects
	+ Setting
	+ Tools/Measures
* Intervention and Data Collection
* Project Analysis (including translation and impact on practice, fiscal impact)
* Project Findings/Results
* Significance or Implications
* Recommendations (Maintaining/Sustaining the Change)
* References
* Appendix

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Evaluation Statement** Please use the following scale to rate your experience this semester with your Clinical Expert. | **Strongly Disagree** | **Disagree** | **Neutral** | **Agree** | **Strongly Agree** | **NA** |
| My clinical expert was readily available to me when needed. |  |  |  |  |  |  |
| My clinical expert provided constructive feedback/communication. |  |  |  |  |  |  |
| My clinical expert encouraged open discussions and fostered collaboration effectively. |  |  |  |  |  |  |
| My clinical expert displayed knowledge in evidence-based research and practice. |  |  |  |  |  |  |
| My clinical expert displayed competency in professional standards related to their advanced practice specialty. |  |  |  |  |  |  |
| My clinical expert identified and connected me with appropriate resources when needed. |  |  |  |  |  |  |
| My clinical expert helped me meet required objectives of the semester. |  |  |  |  |  |  |
| **Recommended areas for improvement:** |  |
| **Describe the best aspects of the clinical expert:** |  |

**WCU Clinical Expert Evaluation Form-Appendix B**

**Course Number: Semester:**

**Name of Graduate Student:**

**Name of Clinical Expert Preceptor:**

|  |  |
| --- | --- |
| **Student Evaluation of Clinical Site-Appendix C**  |  |
| Student's Name: Preceptor: |
| Clinical Site: Date: Course: |
| **5=Strongly agree, 4=Agree, 3=Neither Agree or Disagree, 2=Disagree, 1=Strongly disagree** | 5 | 4 | 3 | 2 | 1 |
| This clinical site provided adequate practice opportunities for growth as an advanced practice nurse |  |  |  |  |  |
| This clinical site has resources to support a student practicum. |  |  |  |  |  |
| This clinical site has procedure and protocol manuals, educational materials, and personnel to adequately support a student in advanced practice nursing. |  |  |  |  |  |
| The clinical site director, preceptor (circle one) assisted me to fulfill theobjectives of the course of study for which this clinical practicum was organized. |  |  |  |  |  |
| The clinical site personnel were supportive of my role as an NP student. |  |  |  |  |  |
| Clients are variable in age, diagnoses, and ethnicity. |  |  |  |  |  |
| Diagnostic test results are readily accessible. |  |  |  |  |  |
| The philosophy of the personnel was directed toward quality care, health promotion, and disease prevention. |  |  |  |  |  |
| Opportunities were readily available for my participation in management of care for patients. |  |  |  |  |  |
| I would recommend this clinical site to my peers for practicum experience. |  |  |  |  |  |
| My overall evaluation of this clinical practicum site is:Excellent=5, Good=4, Fair=3, Poor=2, Would not recommend for future placements=1 |  |
| Please feel free to share any comments about this course:. |  |

|  |
| --- |
| **DNP Project Learning Contract-Appendix D**Students participate in multiple academic and scholarly activities. For example, students are expected to attend conferences, seminars, journal club, grand rounds, morbidity and mortality meetings, patient conferences, practice-based lectures, interdisciplinary committees, quality improvement committees and any other opportunities available at their site. Each student is expected to post a minimum of at least three scholarly activities during residency. In addition, students are required to be involved and contribute to interdisciplinary initiatives. The scholarly activities should support the objectives in the Clinical Learning Contract.Deadlines to have data entered in columns II, III, and IV by student is determined by the course faculty/instructor of record.(DNP program suggested deadlines: Columns II and III to be completed no later than the end of the 6th week of the semester; Column IV to be completed prior to the end of the semester) |
| **I****Course Faculty/IOR** | **II****Identify Clinical Learning Strategies, Activities, and Resources** | **III****Measurable Outcomes** | **IV****Evaluation** |
| Clinical Learning Objectives | Reflect on current clinical practice skill related to delineated objectives and competencies | Deliverables Means for evaluating | Achievement of DeliverablesActivities supporting fulfilment of objectives were met (Describe)3 Recommended next steps (Review/reflect/revise)Reflect on current clinicalpractice skill related to delineatedobjectives/competencies |
| 1. CITI Training Completion
 |  |  |  |
| 1. Needs Assessment and Clinical Question
 |  |  |  |
| 1. Project Committee Chair

and Member RecruitmentClinical Expert Identified- proposed clinical learning contract completed |  |  |  |
| 1. Problem Statement, Project Purpose, and Project Outcomes
 |  |  |  |
| 1. Apply EBP and Theory to analyze the literature for the scholarly project.
 |  |  |  |
| 1. Identify theoretical frameworks utilized in the body of research on the project topic.
 |  |  |  |
| 1. Project Preliminary topic proposal and PowerPoint presentation
 |  |  |  |
| 1. Literature Evaluation and Synthesis Tables
 |  |  |  |
| 1. Implementation and Data Collection Plan
 |  |  |  |
| 1. DNP Project Proposal IRB application
 |  |  |  |
| 1. Project Implementation, Data Analysis, Conclusions, Recommendations and Modifications
 |  |  |  |
| 1. Scholarly Project Defense and Final Project Paper
 |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **COURSE REQUIREMENTS**Attend Scholarly Conferences, Seminars, Journal Club, Grand Rounds, Morbidity/Mortality Meetings, Practice-Based Lectures, Interdisciplinary Committees, Quality Improvement Committee meetings, and other opportunities at the practice site. **\*Minimum of 3** |  |  |  |

|  |
| --- |
| **CLINICAL OBJECTIVES and EVALUATION CRITERIA**Per the 2022-23 Student Handbook “The student and clinical expert must establish mutually agreed upon objectives and evaluation criteria. The specific objectives, requirements, and evaluation criteria will depend on the practice focus in which the student is participating, the student’s level of education, and the student’s educational needs”. |
| (DNP program suggested deadlines: CLINICAL OBJECTIVES and EVALUATION CRITERIA to be established no later than the end of the 6th week of the semester) | Student self-evaluation of attainment clinical objectives **5=Strongly agree, 4=Agree, 3=Neither Agree or Disagree, 2=Disagree, 1=Strongly disagree** | Clinical expert evaluation of student attainment of clinal objectives **5=Strongly agree, 4=Agree, 3=Neither Agree or Disagree, 2=Disagree, 1=Strongly disagree** |
| CLINICAL OBJECTIVES mutually agreed upon by the student and clinical expert. |  |  |  |
| EVALUATION CRITERIA mutually agreed upon by the student and clinical expert. |  |  |  |

Student Comments:

Clinical Expert Comments:

**CONTRACT REVIEWED AND APPROVED: (**typed or electronic signature is acceptable)

(DNP Program suggested deadline for completing review and approval of clinical contract: no later than the end of the 8th week of the semester)

 Student: Date:

Clinical Expert Signature: Date:

Course Faculty/Instructor of Record: Date:

Clinical Learning Objectives WERE MET \_\_\_\_\_ NOT MET \_\_\_\_\_ (to be completed by Course Faculty/Instructor of Record)

Student:

Clinical Expert: Date:

*The course faculty/IOR has reviewed the Clinical Learning Contract and has determined that the clinical expert*

*contributed to the achievement of clinical objectives and program outcomes.*

Course Faculty/Instructor of Record: Date:

Approval DNP Program Coordinator/Director

 Yes

 No

Verified Agency Affiliation Agreement

 Yes

 \_No

**Clinical Scholarly Project Committee Form: C**

(Form available at: DNP Homeplace)



**Appointment of Doctoral Project Committee**

Name (print): 92#: Degree/Major: Address: E-mail:

Tentative Project Topic:

**DNP Project Committee: (Please print name, sign and date)**

Chair:

Member:

Member:

Member:

**APPROVED:**

DNP Program Director:

**STUDENT APPROVAL: *I agree to the above information and hereby grant Western Carolina University a limited, non-exclusive, royalty-free license to reproduce my project, in whole or in part, in electronic form or paper form and make available to the general public at no charge.***

DNP Candidate Signature: Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Clinical Scholarly Project Topic Approval: Appendix D**

**Student Name: Project Title:**

|  |  |  |
| --- | --- | --- |
| **PROJECT COMPONENT** | **ORAL PROPOSAL** | **WRITTEN PROPOSAL** |
|  | **S/U** | **Comments** | **S/U** | **Comments** |
| DNP Project Topic Summary is concise, accurate, and provides project topic overview | **n/a** | **n/a** |  |  |
| **Problem/Focus** | **S/U** | **Comments** | **S/U** | **Comments** |
| Background information:Description of given population Epidemiological data support significancePolitical environment for practice changeBrief review of evidence to support project problem |  |  |  |  |
| Problem/change clearly identified in PICOT format |  |  |  |  |
| Problem appropriate for DNP project |  |  |  |  |
| Scope of proposed change realistic and appropriate |  |  |  |  |
| Clinical Site Identified to implement project |  |  |  |  |

Evaluation of DNP Topic Proposal: Approved as Presented/Approved with Recommendations/Not Approved (Highlight one)

Additional Comments:

|  |  |
| --- | --- |
| **Leader Signature:** | **Date:** |
| **Team Member Signature:** | **Date:** |
| **Team Member Signature:** | **Date:** |

 **DNP Program Coordinator/Director**

**Approval Status Legend:** S=Satisfactory; U=Unsatisfactory; NR=Needs Revision; NA=Not Applicable

**Clinical Scholarly Project Proposal Approval Form: Appendix E**

**Student Name: Project Title:**

|  |  |  |
| --- | --- | --- |
| **PROJECT COMPONENT** | **ORAL PROPOSAL** | **WRITTEN PROPOSAL** |
|  | **S/U** | **Comments** | **S/U** | **Comments** |
| **Abstract** | **n/a** | **n/a** |  |  |
| **Introduction** | **S/U** | **Comments** | **S/U** | **Comments** |
| Background of the problem |  |  |  |  |
| Problem statement – PICOT |  |  |  |  |
| Scope of proposed change realistic and appropriate |  |  |  |  |
| **Conceptual Framework/Theory:** | **S/U** | **Comments** | **S/U** | **Comments** |
| Described, evident and applicable |  |  |  |  |
| **Evidence of Synthesis** | **S/U** | **Comments** | **S/U** | **Comments** |
| Research and evidence of the clinical issue supported/influenced clinical project |  |  |  |  |
| **Environmental Context** | **S/U** | **Comments** | **S/U** | **Comments** |
| Need, feasibility, and sustainability clearly presented |  |  |  |  |
| Benchmarks and supporting data provided |  |  |  |  |
| **Outcomes** | **S/U** | **Comments** | **S/U** | **Comments** |
| Short- and long-term objectives/outcomes outlined |  |  |  |  |
| Objectives/outcomes stated in feasible and measurable terms |  |  |  |  |
| Evaluation measures linked to objectives/outcomes and conceptual framework |  |  |  |  |
| **Methods/Implementation Plan** | **S/U** | **Comments** | **S/U** | **Comments** |
| Appropriate for objectives/outcomes |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **PROJECT COMPONENT** | **ORAL PROPOSAL** | **WRITTEN PROPOSAL** |
| Clear rationale for actions |  |  |  |  |
| Setting and group clearly identified |  |  |  |  |
| Tools/measures described |  |  |  |  |
| Resources/supports and risks/threats noted |  |  |  |  |
| Marketing plan developed |  |  |  |  |
| Appropriate evaluation plan |  |  |  |  |
| **Timeframe for Completion** | **S/U** | **Comments** | **S/U** | **Comments** |
| Reasonable and complete |  |  |  |  |
| **Necessary Supports (Finances and Resources)** | **S/U** | **Comments** | **S/U** | **Comments** |
| Appropriate to meet objectives/outcomes |  |  |  |  |
| Provides rationale for resources expenditures, and funding  |  |  |  |  |
| **Site/Facilitator** | **S** | **Comments** | **S** | **Comments** |
| Site is appropriate for project | n/a | n/a |  |  |
| **Writing and Organization** | **S** | **Comments** | **S** | **Comments** |
| APA format followed appropriately; clear writing; copyrights obtained as appropriate | n/a | n/a |  |  |

Evaluation of DNP Topic Proposal: Approved as Presented/Approved with Recommendations/Not Approved (Highlight one)

Additional Comments:

|  |  |
| --- | --- |
| **Leader Signature:** | **Date:** |
| **Team member Signature:** | **Date:** |
| **Team member Signature:** | **Date:** |

 **DNP Program Coordinator/Director**

**Approval Status Legend:** S=Satisfactory; U=Unsatisfactory; NR=Needs Revision; NA=Not Applicable

**Clinical Scholarly Project Presentation Approval Form: Appendix F**

**Student Name: Project Title:**

|  |  |  |
| --- | --- | --- |
| **PROJECT COMPONENT** | **ORAL PRESENTATION** | **WRITTEN DOCUMENT** |
|  | **S/U** | **Comments** | **S/U** | **Comments** |
| **Abstract** | **n/a** | **n/a** |  |  |
| **Introduction** | **S/U** | **Comments** | **S/U** | **Comments** |
| Background of the problem |  |  |  |  |
| Problem statement - PICOT |  |  |  |  |
| Context for the impact of the DNP Scholarly Project |  |  |  |  |
| **Conceptual Framework/Theory:** | **S/U** | **Comments** | **S/U** |  |
| Described, evident and applicable |  |  |  |  |
| **Evidence of Synthesis** | **S/U** | **Comments** | **S/U** |  |
| Research and evidence of the clinical issue supported/influenced clinical project |  |  |  |  |
| Synthesis table | **n/a** |  |  |  |
| **Environmental Context** | **S/U** | **Comments** | **S/U** | **Comments** |
| Need, feasibility, and sustainability clearly presented |  |  |  |  |
| Benchmarks and supporting data provided |  |  |  |  |
| **Outcomes** | **S/U** | **Comments** | **S/U** | **Comments** |
| Short- and long-term objectives/outcomes outlined |  |  |  |  |
| Objectives/outcomes stated in feasible and measurable terms |  |  |  |  |
| Evaluation measures link objectives/outcomes and conceptual framework |  |  |  |  |
| **Methods/Implementation Plan** | **S/U** | **Comments** |  | **Comments** |
| Appropriate for objectives/outcomes |  |  |  |  |
| Clear rationale for actions and methods |  |  |  |  |
| Setting and group clearly described |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **PROJECT COMPONENT** | **ORAL PRESENTATION** | **WRITTEN DOCUMENT** |
| Tools/measures described and linked to measures and objectives |  |  |  |  |
| Data collection described |  |  |  |  |
| Methods of analysis clearly described for each measurement including appropriate statistical tests |  |  |  |  |
| **Time Frame** | **S/U** | **Comments** | **S/U** | **Comments** |
| Completed within projected time frame |  |  |  |  |
| **Findings** | **S/U** | **Comments** | **S/U** | **Comments** |
| Organized |  |  |  |  |
| Linked to problem statement |  |  |  |  |
| Described the extent to which the objectives were achieved |  |  |  |  |
| Discuss interpretation of results and appropriate statistical analysis |  |  |  |  |
| Cost savings |  |  |  |  |
| **Scope of Project** | **S/U** | **Comments** | **S/U** | **Comments** |
| Describe locally, nationally, and internationally impact |  |  |  |  |
| Recommendations/Implications addressed for problem statement, supporting organization, key stakeholders, and other settings. |  |  |  |  |
| **Impact of Project** | **S/U** | **Comments** | **S/U** | **Comments** |
| Discuss dissemination plan (local, regional & national) |  |  |  |  |
| Describe next steps |  |  |  |  |
| Discuss how current regulations/policies influence the next steps |  |  |  |  |
| **Project Synthesis** | **S/U** | **Comments** | **S/U** | **Comments** |
| Evidence candidate demonstrated practice inquiry skills including appraising and translating evidence into practice within the project |  |  |  |  |
| Evidence of candidate’s ability to lead DNP scholarly project |  |  |  |  |
| Ability of candidate to articulate state of current knowledge as it relates to advanced practice nursing in the health care system |  |  |  |  |
| **Writing and Organization** | **S/U** | **Comments** | **S/U** | **Comments** |
| APA format followed appropriately; clear writing; copyrights obtained as appropriate |  |  |  |  |

Evaluation of Proposal: Approved as Presented/Approved with/Recommendations Not/Approved

|  |  |
| --- | --- |
| **Leader Signature:** | **Date:** |
| **Team Member Signature:** | **Date:** |
| **Team Member Signature:** | **Date:** |
| **Team Member Signature:** | **Date:** |

 **Additional Comments:**

 **DNP Program Coordinator/Director**

**Approval Status Legend:** S=Satisfactory; U=Unsatisfactory; NR=Needs Revision; NA=Not Applicable

**Dissemination Agreement Form: Appendix G**

DISSEMINATION ACTIVITY AGREEMENT

Authors are

1. Student Investigator
2. Project Chair
3. Other Team members (in alphabetical order).

After one year, the team leader may take the lead on preparing and submitting the project results as an article or presentation with authorship and order of authors to be determined at the discretion of the Project Leader after appropriate discussion with the DNP student and team. Sequence of authorship and contact author will be assigned according to the amount of substantive contribution to the manuscript by each respective author for subsequent publication or presentation. The contact author for first submission of the article/presentation will be the team leader unless otherwise negotiated. No author will impede the publication or presentation of results without due reason and justification. Planned use of research findings/results in future publications or projects must be discussed among authors before graduation of the DNP student. It is understood that student members will maintain current contact information with the team leader and DNP program.

DNP Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

Project Chair Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

Clinical Expert/Team Member(s) Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Printed Name(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_

**DNP Project Completion Checklist: Appendix H**

**Student Name:**

**Project Members:**

Signed Clinical Learning Contracts X 3

Signed Doctoral Team Appointment Form

Signed Dissemination Agreement Completed

Clinical Residency Logs

Approved IRB Proposal

|  |  |
| --- | --- |
|  | Submitted |
| **Topic Approval** |  |
| **Project Proposal** |  |
| **Completed Scholarly Project Presentation**  |  |
| **Dissemination Activity** |  |

**EVALUATION REVIEWED: (**typed or electronic signature is acceptable**)**

**Graduate Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Instructor of Record: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Director Post-MSN DNP Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**