



**School of Nursing and Health Sciences  
INTERAGENCY and PRECEPTOR PRACTICUM AGREEMENT  
Advanced Practice Nursing (APRN) Student**

**Name of Agency:** \_\_\_\_\_

**Agency Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Course Name, Course Number:** \_\_\_\_\_ **Student Practicum Level:** \_\_\_\_\_

\_\_\_\_\_ (student name), a North Park University graduate (APRN) nursing student, is requesting authorization to engage in a practicum experience at your agency to fulfill practicum requirements. This practicum includes clinical experiences that focus on assessment, diagnosis, and management strategies of common health alterations.

The specifics of the practicum involve:

Preceptor's Name: \_\_\_\_\_ Degree \_\_\_\_\_ Specialty \_\_\_\_\_

Practicum Period (mm/dd/yy- mm/dd/yy) \_\_\_\_\_

The student requesting this practicum has provided North Park University School of Nursing with evidence of current compliance with the following health and safety compliance elements:

- Professional Registered nurse licensure
- Professional liability insurance
- CPR certification
- TB-free state
- Immunity to Hepatitis B (or endorsed waiver)
- Immunity to rubeola, rubella, varicella zoster, and mumps
- Health care agency OSHA Training
- HIPAA Training
- Background check
- Drug testing

**The agency has agreed to accept the above-named student and provide adequate supervision to facilitate the completion of the outlined practicum.**

**AGENCY Representative  
(if appropriate)**

\_\_\_\_\_  
Signature

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**NORTH PARK UNIVERSITY**

\_\_\_\_\_  
Signature

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

Title: Dean, School of Nursing

Date: \_\_\_\_\_

**PRACTICUM EXPERIENCES AND EVALUATIVE OUTCOMES AGREEMENT**

The individuals listed confirm that they have reviewed the Practicum Learning Actives and Outcomes corresponding to the student level (pp. 5-7) and agree to fulfill the responsibilities outlined on page 3.

\_\_\_\_\_  
Preceptor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Preceptor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Practicum Advisor's Signature

\_\_\_\_\_  
Date

The student must *complete all* sections of page one, *sign the agreement*, and then obtain the preceptor's signature. Please email the signed agreement, preceptor certification, and resume to [practicum@northpark.edu](mailto:practicum@northpark.edu)

## **STUDENT, PRECEPTOR AND FACULTY RESPONSIBILITIES**

### **The student**

- Maintain Clinical Compliance tracker requirements.
- Complete the practicum preceptor interagency agreement and submit prior to due date.
- Arrange meeting dates and time.
- Adhere to agency protocols and standards.
- Employ professional standards of care.
- Assume responsibility for their professional actions.
- Maintain patient entries into *Typhon*.
- Maintain accurate Time log (clinical hours verification log) signed daily by preceptor
- Assume responsibility for professional growth and development, which includes self-assessment, integration of feedback from preceptors and faculty, and self-directed development.

### **The Preceptor**

The preceptor is a qualified health care related professional who has expertise in the area in which the graduate student wishes to focus and is, therefore, essential to the student's learning.

The preceptor may include a physician, a master's prepared Advanced Practice Nurse who is nationally certified and licensed as an APRN in the state of Illinois, or a Physician's Assistant.

The preceptor will:

- Assist with orientation to the agency.
- Facilitate the implementation of the practicum.
- Help the student meet the clinical objectives and develop a plan of action to achieve them.
- Assign patients who are consistent with a level of knowledge and experience.
- Supervise patient health assessments, incorporating medical history.
- Discuss patient needs and provide guidance in developing plans for treatment.
- Oversee treatment and health management that is consistent with diagnosis.
- Identify the students' strengths as well as areas for improvement.
- Challenge the student to grow as clinical expert, scholar and leader.
- Provide recommendations for professional placement.
- Meet with students and clinical faculty at designated times throughout clinical rotation.
- Communicate with the student regularly to discuss practicum performance and progress toward meeting the learning objectives.
- Communicate with the clinical faculty regarding concerns during the practicum and student progress in professional development.
- Review student's time log (clinical hours verification) at the end of each workday and confirm the accuracy of the log.
- Complete the student practicum evaluation.

### **The Faculty Member**

- Facilitates questions, concerns, performance, and evaluations related to clinical experience.
- Monitors clinical hours/attendance and logging in *Typhon*.
- Reviews and approve the student's *typhon* entries.
- Sets appropriate expectations and orientation to course objectives for students and Preceptors.
- Reviews the focus of the practicum experiences with the student and preceptor.
- Acts as a resource person to both the student and preceptor.

- Provides feedback to the preceptor and student concerning the practicum experience.
- Facilitates student's knowledge synthesis and completion of the practicum project.
- Reviews all evaluative data, including practicum site observations, and determine the grade for the student's practicum experience.
- Reviews requests for exceptions to clinical policy and process.
- Updates practicum coordinator with necessary information surrounding student competency need.
- If there are concerns at the clinical site or with the preceptor, then the clinical faculty works closely with the student and practicum coordinator to resolve the problem. If unable to resolve the problem, the clinical faculty escalates the concern to the course instructor or program coordinator.
- Three conference calls will be conducted each term: beginning, mid-term, and end of term. A three-way conference call or video conference, or site visit will be scheduled between the clinical faculty, students, and preceptors.
  - Initial Conference Call - Designed to manage the student's and preceptor's expectations and answer any questions and address any concerns.
  - Midterm and Final Conference Call - The student, preceptor, and clinical faculty will discuss the student's progress at these meetings. Prior to each meeting, the student will provide the clinical faculty with their Time log (clinical hours log) and an evaluation form for review.

**Level One (NOVICE): First Clinical Course**  
**Activities and Outcomes**

This is an adult health practicum (NURS 5532). The student has successfully completed Pharmacology, Pathophysiology and Physical Assessment, and all didactic course work which includes content that focuses on common acute and chronic illnesses of the adult. This is the student's first clinical course and during this rotation, the student will spend 255 clinical hours at your site.

**At the beginning of this rotation, the student should perform at the following level:**

- Obtains a history both comprehensive and problem focused
  - History of present illness is generally complete.
  - Review of Systems includes some pertinent positives and negatives
  - Past Medical History/Family Medical History/Psychosocial History is generally complete
- Physical exam
  - This is generally complete but may require coaching from the preceptor regarding identifying normal versus abnormal findings
- Diagnostic Reasoning
  - With coaching the student can integrate basic science and clinical knowledge into the clinical setting. This is demonstrated by the integration of the HPI, ROS, Physical findings and the development of differential diagnosis.
- Treatment plan
  - With coaching the student can create an evidence-based treatment plan that includes medication, lifestyle modifications, referrals and a plan for follow up.
- Presentation
  - Able to present clinical findings to the preceptor but may lack organization and may miss some significant abnormal findings.

**At the conclusion of this rotation, the student should achieve the following clinic competencies:**

- The student will increase proficiency in obtaining a history and performing a physical exam
- The student will increase proficiency in diagnostic skills that include developing a list of differential diagnosis. Correctly identifies normal and abnormal findings and able to select the most relevant and important information when analyzing and interpreting findings to help make the diagnosis.
- The student will develop evidence-based treatment plans that include medication, lifestyle modifications, referrals and a plan for follow up.
- The student should consult with clinical reference material and seek appropriate preceptor consultation to help with assessment, diagnosis and treatment plan.

**LEVEL Two (Advanced Beginner)**  
**Activities and Outcomes**

The student has successfully completed 255 practicum hours in adult health primary care and will complete 170 practicum hours over the course of this semester. There are two tracks for students: Family Nurse Practitioner (FNP) and Adult Gerontology Primary Care Nurse Practitioner (AGPCNP).

FNP students are taking either NURS 5572 Women's Health (for 85 clinical hours) or NURS 5562 Pediatric primary care (for 85 clinical hours) and have successfully completed didactic coursework that focused on common acute and chronic illnesses of the adult, women's health (including OB) and pediatrics.

AGPCNP students are taking NURS 5624 Advanced Gerontology (for 170 clinical hours) and have successfully completed didactic coursework that includes content focused on common acute and chronic illness in the adult and the older aged adult.

**At the conclusion of this rotation, the student should achieve the following clinic competencies:**

- Gather most of the significant information necessary to obtain a complete history.
- Perform a physical exam without significant error.
- Select most of the appropriate laboratory or diagnostic testing.
- Correctly identify normal and abnormal findings.
- Select the most relevant and important information when analyzing and interpreting findings from the presenting problem from which to make a diagnosis.
- Develop a differential diagnosis and select diagnoses that partially explain the relationship between the problem and the findings.
- Forms a final diagnosis from conclusions that with a few exceptions follow logically from the information collected, the presenting signs and symptoms, physical exam findings.
- Most of the management plan elements (diagnostic studies, pharm and non-pharm treatment, health promotion and preventative health screenings, patient education/counseling, care coordination and plan for follow up) are included and appropriate.
- The student should function correctly and accurately most of the time using clinical reference materials and seeking appropriate preceptor consultation.

### **LEVEL Three (Competent)**

#### **Activities and Outcomes**

**This is the final and culminating clinical course for the student. There are two tracks of students.**

**The Family Nurse Practitioner (FNP) student** has successfully completed didactic coursework that focused on common acute and chronic illnesses of the adult, women's health (including OB) and pediatrics. Additionally, the student has completed 255 practicum hours in adult health primary care, 85 practicum hours in Women's health, 85 practicum hours in pediatrics. During this semester, the student will complete 340 practicum hours in the Residency (NURS 5792, 5793).

**The Adult Gerontology Primary Care Nurse Practitioner (AGPCNP) student** has successfully completed didactic coursework that focused on Health Promotion Disease Prevention and common acute and chronic illnesses of the adult and older adult. Additionally, the student has completed 255 practicum hours in adult health primary care and 170 practicum hours in advanced gerontology. During this semester, the student will complete 340 practicum hours over the course of the semester in the Residency (NURS 5782, 5783).

**At the conclusion of this rotation, the student should achieve the following clinic competencies:**

- History is organized, systematic and reflects consideration of differential diagnosis. Gathers all the significant information necessary to obtain a complete history and responds to patient cues that guide the assessment.
- Physical Exam: Performs physical exam accurately reflects consideration of differential diagnosis
  - Performs the PE with little or no conscious effort. Includes pertinent aspects of the PE. Demonstrates mastery of physical assessment skills.
- Laboratory or Diagnostic testing: Selects appropriate testing to support or refute a tentative differential diagnosis
- Classifies normal and abnormal findings
  - Correctly identify normal and abnormal findings. Identifies findings that may not fit the picture and appropriately classifies them.
- Analyzes and Interprets Findings
  - Selects and accurately identifies all relevant information from which to make a diagnosis.
- Differential diagnosis
  - Selects diagnoses that fully explain the relationship between the problem and the findings
- Forms a final diagnosis
  - Presents conclusions that reflect clear and logical links between the information collected, the presenting signs and symptoms, PE findings, and the final diagnosis or diagnoses. The rationale shows thoughtful and accurate attention to the process.
- Patient Management Plan
  - All the management plan elements (diagnostic studies, pharm and non-pharm treatment, health promotion and disease prevention screenings, patient education/counseling, care coordination and plan for follow up) are included and appropriate for the patient.
- Person Centered Care
  - The management plan is modified to include patient preferences, consideration of the patient situation, cost and Social Determinates of Health.