Nurse Practitioner Program Guidelines

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Section I: Program Introduction

The Nurse Practitioner Program student learning outcomes are aligned with the National Organization of Nurse Practitioner Faculties (NONPF) core competencies and address the following content areas: scientific foundation, leadership, quality, practice inquiry, technology and information literacy, policy, health delivery systems, ethics, and independent practice.

Upon completion of the Family Nurse Practitioner program, students will have met the following program outcomes:

1. Use evidence-based interdisciplinary best practice for primary care when assessing, diagnosing, and treating patients across the lifespan.
2. Meet the diverse and complex needs of families across the lifespan through fostering interpersonal, intra-professional, and collaborative relationships aimed at affecting therapeutic outcomes of primary care.
3. Provide leadership in the education of all ages, patients, caregivers, and other professionals to promote quality and safety in primary care.
4. Adhere to professional standards for ethical decision-making, interprofessional and intraprofessional collaboration, and engagement in strategic initiatives in primary care that promote optimal care for patients of all ages.
5. Continuously monitor and ensure one's own practice competency and initiate approaches that improve the quality of primary care delivered to patients of all ages.
6. Apply principles of leadership and direct care management for cost-effective use of clinical therapies and resources in providing direct primary care services for patients of all ages.
7. Provide direct primary care health services that respect individual cultural and spiritual beliefs and their impact on health behavior and the use of health resources.

Upon completion of the Adult-Gerontology Acute Care Nurse Practitioner program, students will have met the following program outcomes:

1. Use evidence-based interdisciplinary best practice for acute care when assessing, diagnosing, and treating patients, including young adults, adults, and older adults.
2. Meet the diverse and complex needs of adults across the adult lifespan through fostering interpersonal, intra-professional, and collaborative relationships aimed at affecting therapeutic outcomes of acute care.
3. Provide leadership in the education of adults, adult patients, caregivers, and other professionals to promote quality and safety in acute care.
4. Adhere to professional standards for ethical decision-making, interprofessional and intraprofessional collaboration, and engagement in strategic initiatives in acute care that promote optimal care for adult patients.
5. Continuously monitor and ensure one's own practice competency and initiate approaches that improve the quality of acute care delivered to adults of all ages.
6. Apply principles of leadership and direct care management for cost-effective use of clinical therapies and resources in providing direct acute care services for adults of all ages.
7. Provide direct acute care health services that respect individual cultural and spiritual beliefs and their impact on health behavior and the use of health resources.

Upon completion of the Adult-Gerontology Primary Care Nurse Practitioner program, students will have met the following program outcomes:

1. Use evidence-based interdisciplinary best practice for primary care when assessing, diagnosing, and treating patients, including young adults, adults, and older adults.
2. Meet the diverse and complex needs of adults across the lifespan through fostering interpersonal, intra-professional, and collaborative relationships aimed at affecting therapeutic outcomes of primary care.
3. Provide leadership in the education of all ages, patients, caregivers, and other professionals to promote quality and safety in primary care.
4. Adhere to professional standards for ethical decision-making, interprofessional and intraprofessional collaboration, and engagement in strategic initiatives in primary care that promote optimal care to adult patients.
5. Continuously monitor and ensure one's own practice competency and initiate approaches that improve the quality of primary care delivered to adults of all ages.
6. Apply principles of leadership and direct care management for cost-effective use of clinical therapies and resources in providing direct primary care services for adults of all ages.
7. Provide direct primary care health services that respect individual cultural and spiritual beliefs and their impact on health behavior and the use of health resources.

Section II: General Guidelines

Welcome to the Nurse Practitioner Program!

Learning throughout the practicum courses requires the students active interprofessional collaboration among faculty, clinical faculty advisors, and the practicum preceptor. The practicum courses provide theoretical content which is applied during practicum experiences to prepare students for the highest level of advanced practice nursing. Learning activities within the practicum courses contribute to your professional portfolio as evidence of progress in achieving program outcomes.

Students are not required to identify and formalize preceptors, although it is encouraged to seek out professional relationships to facilitate the process. The practicum site might be in an institution where students are currently employed but students must function outside of their RN role and work as a nurse practitioner student with your preceptor. Prior to the start of practicum, students will provide a curriculum vitae, course requirements and personal learning goals to their preceptor. Students will work with their preceptor to coordinate a schedule for completing the required number of hours for the practicum courses.

Students will be responsible for maintaining daily logs of practicum experiences, including accurate reflections of patient visits and procedures. These logs are maintained using the typhon software and can be used to create an overview of practicum experiences and growth, which can be evaluated by faculty and future employers. Preceptors, clinical faculty advisors, and course faculty will evaluate your performance throughout each practicum course.

Section III: Program Guidelines

Program Design

Family Nurse Practitioner Pathway

Fall	Spring	Summer
NURS 720 (7 credits) Care of the Younger Adult, Primary Care Theory and Practicum 200 practicum hours	NURS 721 (7 credits) Care of the Older Adult, Primary Care Theory and Practicum 200 practicum hours	NURS 732 (5 credits) Care of Women and Children in Primary Care NURS 733 (4 credits) Family Care Capstone, Seminar and Internship 250 practicum hours

Adult-Gerontology Acute Care Pathway

Fall	Spring	Summer
NURS 710 (7 credits) Care of the Younger Adult, Acute Care Theory and Practicum 200 practicum hours	NURS 711 (7 credits) Care of the Older Adult, Acute Care Theory and Practicum 200 practicum hours	NURS 712 (7 credits) Adult-Gerontology Primary Care Capstone Seminar, and Internship 250 practicum hours

Adult-Gerontology Primary Care Pathway

Fall	Spring	Summer
NURS 720 (7 credits) Care of the Younger Adult, Primary Care Theory and Practicum 200 practicum hours	NURS 721 (7 credits) Care of the Older Adult, Acute Care Theory and Practicum 200 practicum hours	NURS 722 (7 credits) Adult-Gerontology Primary Care Capstone, Seminar, and Internship 250 practicum hours

Student Eligibility for Practicum Courses

Students entering any of the nurse practitioner pathways must first complete the Master of Science general core courses and direct core courses. Advanced health Assessment must be taken within the year prior to entering the practicum courses.

General Core Courses (4 courses, 12 credits)

NURS 502: Epidemiology and Bioinformatics
NURS 504: Policy, Quality, Safety in Healthcare
NURS 506: Nursing Role theory and Evidence-Based Practice
NURS 536: Law, Regulations, and Ethics in Healthcare

Direct Core Courses (4 courses, 11 credits)
NURS 530: Advanced Pathophysiology
NURS 532: Advanced Pharmacology
NURS 534: Advanced Health Assessment
NURS 507: Nurse Practitioner Role and Responsibilities

Students must have a current license as a Registered Nurse in the state of Pennsylvania and New Jersey.

Submit all necessary documents as requested by the Clinical Coordinator.

****Note:* According to the Pennsylvania State Board of Nursing, advanced pharmacology cannot be completed more than five years prior to applying for prescriptive authority**.

Progression

Students in the nurse practitioner program are required to maintain a cumulative grade point average of at least a 3.0. All grades in the practicum courses must be a B- or better (>80.00%). Course grades below a B- is considered failing. Any grade in a practicum course below a B- will be factored into a student's overall grade point average. If the student fails a practicum course it may not be repeated. These include:

NURS 710: Care of the Younger Adult, Acute Care Theory and Practicum

NURS 711: Care of the Older Adult, Acute Care Theory and Practicum

NURS 712: Adult-Gerontology Acute Care Capstone, Seminar, and Internship

NURS 720: Care of the Younger Adult, Primary Care Theory and Practicum

NURS 721: Care of the Older Adult, Primary Care Theory and Practicum

NURS 722: Adult-Gerontology Primary Care Capstone, Seminar, and Internship

NURS 733: Family Care Capstone, Seminar, and Internship

NURS 732: Care of Women and Children in PrimaryCare

Students with unsatisfactory performance in any practicum components may be considered for remediation only once during the program. Students must pass both the clinical and didactic components of the practicum courses. The student will not be permitted to progress in the program with failure in either didactic or clinical.

Attendance

Classroom attendance is necessary to promote the learning of the theoretical component of the curriculum and to enrich and expand the application of the clinical learning process. Students are expected to attend all classroom activities. An instructor may lower a student's grade because of a class absence. If absences occur, it is the student's responsibility to make up whatever work has been missed.

Clinical attendance is mandatory for the student to consistently demonstrate the ability to meet course objectives. It is the student's responsibility to notify the preceptor in the event that he/she is unable to attend clinical experiences. Such notification is to occur up to two hours prior to the scheduled clinical experience. If a student is absent from class/clinical activity due to illness, a health care provider's statement verifying the illness and certifying that the student is able to resume class or clinical activity may be required. Students who request time off from clinical, due to events in which they have no control (death of a family member), will contact the course faculty and program director.

In the event of a protracted illness requiring multiple missed clinical days, the student, course faculty and Program Director will meet to discuss possible alternatives and develop an individual education plan.

Nurse Practitioner Program Plan of Study Interruptions

Students enrolled in the Master of Science Nurse Practitioner program track are required to follow the study plan established by the program director. The program director must be notified of any study interruptions or anticipated changes to the plan of study. The student and program director will discuss study interruptions and how it will impact progression into the clinical year.

Interruptions in the plan of study may forfeit enrollment in the assigned clinical cohort. Students will be considered for a future clinical cohort based on enrollment availability and at the discretion of the program director.

Program Track Changes

Requests made to transfer from one Master of Science program study to the Nurse Practitioner program will need to re-apply. Students who want to change specialty tracks in the Nurse Practitioner program must notify the program director prior to the start of the practicum year. Requests made during the clinical year to switch tracks will not be granted.

Course Grading

Grades in nursing courses are assigned as follows:

A = 93-100
A- = 90-92.99
B+ = 87-89.99
B = 83-86.99
B- = 80-82.99
C+ = 77-79.99
C = 73-76.99
C- = 70-72.99
D+ = 67-69.99
D = 63-66.99
D- = 60-62.99
F = 59.99 and below

Clinical Practice

Students enrolled in the nurse practitioner program are licensed Registered Nurses in good standing.

Students enrolled in the Nurse Practitioner program are required to have a minimum of 1-year of recent experience as a Registered Nurse prior to entering the clinical year. It is the student's responsibility to inform the clinical coordinator and program director of any employer changes during the program of study.

Both a Pennsylvania and New Jersey license are required to enter the practicum courses.

Standards of Conduct

Students must possess the necessary behavioral, physical, intellectual, interpersonal, and communication skills to provide nursing care that is safe for clients, for themselves, and for other health care providers. Students must be able to meet these performance standards in order to qualify for and remain in the nurse practitioner program. Reasonable accommodations will be made according to University Policy.

Specific standards of nursing conduct are found in the Pennsylvania Code: State Board of Nursing (chapter 21, Section 21.18) website: http://www.pacodeandbulletin.gov/Display/pacode?file=/secure/pacode/data/049/chapter21/s21.18.html&d=reduce

Specific policy on the academic code of conduct for Moravian University can be found: https://www.moravian.edu/catalog/academic-regulations/academic-code-of-conduct

Technology Requirements

Students are expected to have access to a device with word processing software, video conferencing capabilities, and the ability to connect to the internet.

It is the student's responsibility to make sure that the assignment files are successfully uploaded into the appropriate submission folder. This means checking (and double-checking) to ensure that the file you upload is not blank or "corrupt." Any blank or corrupt documents will be considered a failure to turn in the assignment. Word or PDF are the preferred format for assignment submissions.

We are all aware that although technology enhances our academic lives, it is not infallible. Technology failure, including but not limited to, printer failure, network disruptions, Canvas learning management system disruptions, and personal computer failure are not excuses for late or missing assignments. Technology issues can best be avoided by completing work at an appropriate length of time prior to the due date. If students are experiencing technological difficulties or disruptions, they should notify the professor *at least* 24 hours prior to the due date/time.

Communication Expectations

Students should contact the professor through email directly at their Moravian University emailaccount. The most ideal method of contacting the professor is email.

Students should remember that all communication (electronic mail, phone and in-person) with faculty and *staff* within and outside the nurse practitioner program, should be handled professionally. A professional email message includes the use of an appropriate name, grammar, spelling and punctuation. Text messaging, instant messaging and the use of social media may be appropriate methods of communication between student groups, however these tools should not be used for professional communication with faculty or staff within or outside the nurse practitioner program.

If students call on the phone and leave a voicemail message, please announce your name and course number, your callback number, the nature of your call, and an appropriate time for return calls. Attempts will be made to return all e-mail and voice mail messages within 48 hours (weekdays) or by the next Monday (on weekends). If you do not receive a response to an electronic or voice mail message within this timeframe, please assume the message did not reach the professor and resend the original message. Please limit calls to the professor's cell phone to emergencies only.

Students are required to check their Moravian University electronic mail accounts and the institution's Learning Management System on a daily basis (including vacations and holidays). All important class and program information will be posted in the Learning Management System or sent via electronic mail to the Moravian University accounts only. Students are responsible for all communication sent via electronic mail and for all announcements posted within the Learning Management System. Failure to check electronic mail is not an acceptable excuse for failure to meet / complete class or program assignments. No assignments may be submitted via electronic mail.

Examination Policy

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The following examination policies have been implemented to limit academic dishonesty, to ensure exam integrity, and to maintain a fair testing environment for all students enrolled in the Nurse Practitioner Program. Students who require testing accommodation(s) should meet with the course instructor prior to the test administration date to discuss how accommodations will be honored without jeopardizing exam integrity.

- All examinations (and some quizzes) in the Nurse Practitioner Program are delivered using a Lockdown Browser. This browser locks you into the exam, and prevents you from accessing any unauthorized websites or files during the examination. If you click out of the Lockdown Browser, your exam will be submitted.
- In some cases, examinations may also utilize Respondus Monitor, which is a Web-Based Proctor that monitors your taking of the examination via your webcam.
- If you exit an examination that is being delivered via Lockdown Browser and/or Respondus Monitor, your examination will be automatically submitted, and will not be reopened or retaken.

Violation of any of the examination policies is grounds for failure of the examination, failure of the course, and /or dismissal from the Nurse Practitioner Program.

Student Satisfaction Survey

The purpose of the satisfaction survey is to provide the student the opportunity to evaluate the program and provide input into the curriculum. Students have an opportunity to complete a student satisfaction survey at one- and three-year post-graduation from the Nurse Practitioner Program. It is a time for students to evaluate their role as an advanced practice nurse and meeting program objectives, clinical proficiency, and personal growth.

Section IV Practicum Guidelines

Background Check

Current child and health care regulations require that healthcare providers have been cleared with a background check prior to being permitted to engage in practice with children or with clients in a healthcare facility. Therefore, in compliance with federal and state mandates, students admitted to the nursing program are required to have completed the following prior to the start of clinical:

Pennsylvania State Police Criminal History Record (www.psp.state.pa.us/patch) Request for record report should be made through the FBI Background Check for all students. This is completed once, within 60 days of starting clinical practice. Pennsylvania Child Abuse History Clearance Request through the PA Department of Public Welfare.

If the student is aware of any potential reportable offenses that may become disclosed in a background check, he/she should alert the program director in advance. Reportable offenses include but are not limited to: murder, manslaughter, drug delivery resulting in death, kidnapping, theft, forgery, unlawful use of a computer, endangering the welfare of a child, illegal sale of non-controlled substances, promoting prostitution, corruption of minors, sexual abuse of children, and the use of designer drugs. A complete list of reportable offenses may be obtained from the PA Department of Aging. If an offense is disclosed on a criminal background check, it is possible that the student will not be able to attend clinical practice in the health care facility and is possible that future licensure as a practicing nurse may be jeopardized.

Information regarding the process of obtaining these clearances (child abuse and criminal background check) will be distributed to students prior to the deadline for submission to the School of Nursing. This information will include the necessary forms and directions for the completion of the applications. It is the student's responsibility to initiate the request for the background checks along with obtaining other documents as required by the school.

All clinical requirements must be completed by June 15th prior to the start of the clinical year.

All documents must be uploaded by the student to Pyramed via the portal link:

https://www.moravian.edu/nursing/student-resources/clinical-forms/nurse-practitioner

Mandatory Clinical Prerequisites

Throughout the nurse practitioner program, it is the responsibility of the student to maintain currency of certain required records. Renewed and updated records must be received by the nursing department, on a specified date in July prior to the start of the practicum year. Any records submitted must be valid and may not expire at a date during the practicum year. Failure to renew and submit required records will prevent the student from maintaining registration/enrollment in clinically-based courses.

The following documentation should be accessible and reflect currency in the student's electronic record:

- Cardiopulmonary Resuscitation (CPR) – Nurse practitioner students are required to maintain current CPR and Automated External Defibrillator certification through either the American Heart Association (http://www.heart.org) or the American Red Cross (http://www.redcross.org). The following courses are acceptable for nursing students to complete for health care provider certification: a. American Heart Association: Basic Life Support (BLS) for Healthcare Providers course b. American Red Cross: CPR/AED for Professional Rescuers and Health Care Providers course. There are no CPR classes offered at Moravian University.

- Tuberculin Skin Test (TST or PPD) – TST testing is to be completed prior to entering the nurse practitioner clinical year with follow-up testing on an annual basis. A two-step TST or two TSTs within a year is required. If the student has a positive result or a record of a previously positive result or has been previously immunized for tuberculosis (e.g., Bacillus Calmette-Guerin [BSG]), then a chest x-ray and/or Blood Assay Mycobacterium Tuberculosis (BAMT) test should be taken and verified by a licensed physician, nurse practitioner, or physician assistant as negative for tuberculosis. In addition, St. Luke's requires that any student with a positive TST must fill-out a questionnaire, which is available at http://www.sln.org/intern.

- Background checks – Each student is responsible to provide annual updated criminal background check and child abuse clearance record to comply with current child and healthcare regulation requirements.

- Substance Abuse/Drug & Alcohol Screening – Students will be tested for drugs and alcohol prior to the start of their first clinical course. Random drug/alcohol testing will occur throughout a student's progression in the program at the discretion of the program administration. Refer to the Substance Abuse and Drug/Alcohol Testing Policy.

- Physical Examination/Health Assessment – Each student is to be declared "fit for duty/clinical" upon enrollment into the nurse practitioner clinical year. The physical examination form must be completed and uploaded into the student's electronic record. It is each student's responsibility to inform the program of any significant changes in health status after this initial health assessment is completed (see item #7 below).

- Immunization Record - The following immunizations are required of all nurse practitioner students:

  Rubella, Mumps, & Rubella - Anyone born in or after 1957 must receive two MMR vaccines, or show proof of immunity by titer. The first vaccination must be given prior to the start of clinical with documentation when the booster vaccine will be given.

  Varicella-Show proof of immunity by titer or show proof of two vaccines for varicella. The first vaccine must be given prior to the start of clinical studies with documentation when the booster vaccine will be given (each must be administered at least four weeks apart).

  Tetanus, Diphtheria, Pertussis (Tdap only – e.g., Adacel, Boostrix)-Required prior to clinical.

  Hepatitis-B-Show proof of immunity by titer or show proof of three vaccines for Hepatitis B. The first vaccine must be given prior to the start of clinical studies with documentation when the next two boosters will be given. The student may decline this vaccine; however, the reason(s) for declination must be documented.

Influenza – Each student must receive an influenza vaccination in October of any given year. All students must sign an assent to receive this vaccine when they are completing other required documents in the summer prior to the start of the academic year. Exemptions from this requirement may be granted to those students who have a verifiable religious objection, or a documented severe egg allergy, or a documented previous severe allergic reaction to the influenza vaccine, or a history of Guillian Barre syndrome within six weeks after receiving an influenza vaccine. Students must complete additional paperwork and wear a mask in clinical areas. In these cases, it is the student's responsibility to request an exemption to both the program and to St. Luke's University Health Network, as specified at www.slhn.org/intern

- Physical or Behavioral Health Restrictions – Students who have restrictions due to physical or behavioral health conditions and are under the care of a health care provider must update the School as to these restrictions on an annual basis or when the health status of the student changes. These restrictions may include but not be limited to having any type of surgery that requires hospitalization, receiving treatment for any type of musculoskeletal disorder that requires casting, splinting or bracing, becoming pregnant, or requiring ongoing psychiatric evaluation or counseling. Written clearance from the treating licensed physician, nurse practitioner, or physician assistant is required to attend the clinical and/or classroom components of the curriculum. Please see the University's policy regarding students with disabilities for additional information.
  8. Health Insurance – Each nursing student must show evidence of current health insurance coverage.

- Documents and completion of orientation activities required by the affiliating agencies.

Practicum Site Selection and Criteria

If a student has identified a potential site and/or preceptor, forward the name, specialty, and email to the clinical coordinator within 60 days of starting the clinical course. This provides ample time for all practicum sites and/or preceptors to be approved by Moravian University and affiliated institution. All practicum sites are reviewed to ensure alignment with program requirements. Please refrain from contacting institutions and practice personnel directly. The clinical coordinator will notify the student when clinical sites and preceptors are approved and finalized.

Criteria for Site Selection

Family Care

Course Name	*Practicum Site Facilities*
NURS 720: Care of the Younger Adult, Primary Care Theory and Practicum (200 hours)	Family Medicine Preferred, Internal Medicine Urgent Care, Retail Clinics, College Health
NURS 721: Care of the Older Adult, Primary Care Theory and Practicum (200 hours)	Family Medicine Preferred, Internal Medicine Skilled Nursing Facilities, Long term Care, Personal Care, Assisted living, Geriatric Medicine
NURS 732: Care of Women and Children in PrimaryCare (150 hours)	Family Medicine Preferred, Women's Health Urgent Care, Retail Clinics, Pediatric Clinics
NURS 733: Family Care Capstone, Seminar, and Internship (100 hours)	Family Medicine Preferred, Internal Medicine Urgent Care, Retail Clinics, College Health

***Note: Requests for clinical experiences in the ER, inpatient hospital, and other specialty practices (cardiology, palliative care, dermatology, pulmonology, trauma etc.) may be granted for 100 hours of the capstone internship only.**

Criteria for Site Selection

Adult-Gerontology Acute Care

Course Name	*Practicum Site Facilities*
NURS 710: Care of the Younger Adult, Acute Care Theory and Practicum (200 hours)	Hospital Medicine
NURS 711: Care of the Older Adult, Acute Care Theory and Practicum (200 hours)	Critical Care Medicine
NURS 712: Adult-Gerontology Acute Care Capstone, Seminar, and Internship (250 hours)	Hospital Medicine, Critical Care Medicine Internal Medicine, Specialty Practices (cardiology, pulmonology, nephrology, infectious disease, trauma)

Criteria for Site Selection

Adult-Gerontology Primary Care

Course Name	*Practicum Site Facilities*
NURS 720: Care of the Younger Adult, Primary Care Theory and Practicum (200 hours)	Internal Medicine Urgent Care, Retail Clinics, College Health
NURS 721: Care of the Older Adult, Primary Care Theory and Practicum (200 hours)	Internal Medicine Skilled Nursing Facilities, Long term Care, Personal Care, Assisted living, Geriatric Medicine
NURS 722: Adult-Gerontology Primary Care Capstone, Seminar, and Internship (250 hours)	Internal Medicine, Skilled Nursing Facilities Long term Care, Personal Care, Assisted Living, Geriatric Medicine

***Note: Requests for clinical experiences in the ER, inpatient hospital, and other specialty practices (cardiology, palliative care, dermatology, pulmonology, trauma etc.) may be granted for 100 hours of the capstone internship only.**

Preceptor Qualifications

Preceptor Qualifications

- Master's Degree in nursing at the minimum
- National board certification as a nurse practitioner
- Active, unencumbered advanced practice license
- At least one year of clinical practice
- Acceptable health professions: Medical Doctor (MD) or Doctor of Osteopathy (DO) with an active medical license.

Practicum Log

The practicum logs are maintained by the student through a clinical log software program, Typhon Group. Practicum logs are submitted daily during each practicum course and included in your professional portfolio. Practicum log documentation must demonstrate activities related to course outcomes and specialty competencies.

All practicum hours are entered in Typhon Group. Travel time to and from the clinical site and time spent entering practicum logs shall not be included in the practicum hours. Clinical hours include time spent providing direct patient care at the clinical site.

The assigned clinical faculty advisor will review and approve all practicum hours and logs.

Portfolio

Throughout the practicum courses, students will collect selected achievements and compile them as achievements within the professional portfolio to demonstrate professional growth and expertise. The final portfolio will be assessed against the learning outcomes of the program.

Professional Dress Code

Students are representatives of the nursing profession and program. Students are required to honor the professional dress code for the particular agency where the student is officially placed for clinical practice.

A laboratory coat with your name and University patch must be worn over professional attire when in health care agencies. Shorts, mini skirts, jeans, worn-out clothing, and sandals / flipflops are unacceptable. Clothing must cover the length of the torso and must allow for movement so that skin is not exposed during reaching, bending and lifting.

Section V Roles and Responsibilities

Clinical Faculty Advisor

- Assigned to each student to serve as a coach, role model, and mentor during clinical rotations.
- Communicates with preceptors regarding clinical progress.
- Completes a and final evaluation.
- Performs a site visit at the midpoint of the semester.
- Monitors and provides feedback to students with regards to clinical documentation.

Preceptor

- Collaborate with Moravian faculty to promote student success in the practicum courses.
- Identify learning opportunities that align with course outcomes.
- Serve as a mentor for students in professional development.
- Provide supervision of the student's clinical practice and constructive feedback about his/her performance in the practicum.

Student

- Be familiar with all policies and procedures related to practicum experiences.
- Meet deadline dates for all assignments and learning activities.
- Conduct oneself in a professional manner during each clinical rotation.
- Maintain communication with the course faculty.
- Maintain practicum log.

Clinical Coordinator

- Facilitates clinical placements between students and agencies.
- Confirms clinical placements with students.

Administrative Assistant

- Facilitates student enrollment in Typhon Group clinical tracking system
- Arranges evaluations between students and preceptors via Typhon