

NURS 480 Nursing Leadership/Management

Preparing for NURS 480 & Onboarding Preceptorship Requirements

The Muskingum University RN to BSN NURS 480 course requires a clinical practice project. This NURS 480 project must include a component of direct engagement with patients, families, or populations with the goal of impacting patient outcomes.

Students who plan to take NURS 480 (Spring I or Summer), must contact their advisor to request permission. **It is recommended that students request permission at least 7 weeks prior to the class start date.**

The preceptor agreement form must be **SUBMITTED** by the preceptor agreement submission deadline below. If the preceptorship site requires an affiliation agreement and/or onboarding, students will need to have all required documentation by the deadlines listed below.

Please note that NURS 480 must be taken AFTER all other NURS courses have been successfully completed. Please contact your advisor for more information.

Session	Preceptor Agreement Submission Deadline	Affiliation Agreement & Onboarding Deadline
Spring I (January-March)	December 1st	January 1st
Summer (June-August)	May 1st	June 1st

Important Information

Preceptor Agreement Information

Students must complete the Preceptor Agreement Form. The completed form must be sent to Terri Tilley, Administrative Assistant for Department of Nursing at ttilley@muskingum.edu or faxed to 740-826-6161.

Affiliation Agreement

- Determine if your clinical facility requires an Affiliation Agreement (AA). Muskingum University does not require Affiliation Agreements (AA). However, depending on your precepting site, an AA may be required by the facility. Students **MUST** determine if the facility where precepting time is to be completed requires an Affiliation Agreement. Students are responsible for contacting the preceptorship site to determine if they require an affiliation agreement.
- Students should contact their site's education or human resources department to make this determination.

- If an existing AA is NOT in place and is required by your site, students will be required to complete the AA request form. If Muskingum University already has an existing affiliation agreement with the organization, you do NOT need to complete another one.
- The RN to BSN student must complete and submit the AA request form to their academic advisor. Your nursing advisor will work as a liaison between the nursing program and the agency/facility representative to finalize an agreement prior to the start date of the course. Once finalized, the AA will be sent to the agency/facility, and the student will be notified that the AA has been secured.

Muskingum University's current list of existing affiliation agreements:

1. Beckett House
2. Fairfield Medical Center
3. Franklin Local School District
4. Genesis Healthcare System: Genesis Medical Group: LLC; Genesis Primary Care Physicians: LLC; Carelife LLC
5. Highland Oaks Health Center/Trilogy Health Services, LLC
6. Licking County Health Department
7. Licking Memorial Hospital
8. Memorial Health System
9. Muskingum Valley Health Centers
10. Nationwide Children's Hospital
11. OhioHealth Corporation of Ohio: Doctors Hospital, Dublin Methodist Hospital, Grady Memorial Hospital, Grant Medical Center, Riverside Methodist Hospital, OhioHealth O'Bleness Hospital, OhioHealth Mansfield Hospital, OhioHealth Shelby Hospital, Marion General Hospital, OhioHealth Berger Hospital, Hardin Memorial Hospital, OhioHealth at Home, Grove Cindy Methodist Hospital, Southeastern Medical Center, OhioHealth Van Wert Hospital, OhioHealth Physician Group, Pickerington Methodist Hospital
12. Prime Healthcare Foundation - Coshocton, LLC dba Coshocton Regional Medical Center
13. Rambo Memorial Health
14. Select Specialty Hospital
15. The Oaks at Bethesda/Trilogy Health Services, LLC
16. The Oaks at Northpointe/Trilogy Health Services, LLC
17. Zanesville-Muskingum County Health Department
18. Cleveland Clinic

**There is no guarantee how long the Affiliation Agreement process can take or that a finalized agreement will be reached if either party cannot agree to the terms.

Common AA Onboarding (additional requirements that could be required by clinical site):

- State and Federal Background Checks
- Urine Drug Screen
- Immunization status for o TB, Tdap, MMR, Varicella, Hep B, Covid, and Influenza
- Personal health insurance

- BLS certification
- Personal malpractice insurance
- Proof of HIPAA and Bloodborne Pathogen education

Additional Information/FAQ's:

1. What are examples of sites that are appropriate for the project facilitation?

Appropriate sites include but are not limited to hospitals, home health, hospice, long term care, health department, behavioral health, clinics, private practice office or schools where a school nurse is employed.

2. What are the preceptor requirements?

- A preceptor must have a bachelor's degree in nursing or an advanced nursing degree.
- The preceptor must be in a leadership/management role. (Ex. Clinical coordinator, nurse educator, manager, shared governance, evidence-based practice committee, etc.)
- The preceptor must also hold an active nursing license in the same state as the student and the same state of the facility that is being used.
- The preceptor does not need to be employed at the same site as the project implementation site.
- The preceptor **cannot** be a close relative.
- The preceptor must demonstrate effective communication with the student including but not limited to: the opportunity for on-site clinical interaction with patient and leadership stakeholders, virtual interactions, phone and email correspondence with both the student and the faculty related to project development in a timely manner
- The preceptor must demonstrate an effective and functional working relationship with the student, faculty and the practice setting in order to collect the necessary data, including data from patient population stakeholders, to develop, implement, and evaluate the project.
- The preceptor must provide necessary information regarding student's progress with the course objectives and clinical project.
- The preceptor must contribute to meeting the objectives of the course

3. What are the clinical time requirements?

There is no specific time requirement. However, the NURS 480 project must include a component which is direct engagement with patients, families, or populations with a goal of impacting patient outcomes. Please, see example of how you might apply your time. • 3 hours with preceptor • Maximum of 6 hours on research of topic • 1-2 hours in direct patient contact/engagement • 10-11 hours in development/implementation of the project

4. Can I take NURS 480 alongside other courses?

NURS 480 must be completed after all other NURS courses have successfully been completed. However, you may take NURS 480 alongside non-nursing courses.