



**Missouri Southern State University
Department of Nursing
Preceptor and Clinical Partnership Experience Handbook**

AY 2025-2026

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Department of Nursing Faculty Directory
<https://www.mssu.edu/academics/education/nursing/>

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Department of Nursing Office Hours

Monday through Friday 8:00 am to 5:00 pm except when campus is closed.

All information contained herein is subject to change. Notice of change will be provided via email and departmental communication. Students and faculty are held responsible for policies of MSSU, the University Student Handbook, the Department of Nursing Student Handbook, and the facility in which they are practicing.

McCune Brooks Foundation Department of Nursing Mission

The MSSU Department of Nursing offers an innovative baccalaureate education through an inclusive, respectful, and supportive environment in which faculty and students' partner in the learning process to serve clients within local and global communities. (Approved by Faculty Council 12/2020)

Vision

Graduates of the MSSU Department of Nursing will be knowledgeable, adaptable professionals who recognize the uniqueness and value of each client, serves as a client advocate, and demonstrates visionary leadership. (Approved by Faculty Council 12/2020)

Values/Curricular Threads

Servant Leader

- A student nurse who brings life experiences to the clinical situation. These life experiences enable the student nurse to notice and interpret the client's pattern of responses to health and illness, communicate compassionately, engage with the client's concerns, and collaborate with members of the health care team to respond appropriately. The student nurse leader is a systems thinker who puts people first and leads with foresight and moral authority.

Professional

- A student nurse who is respectful of clients, accountable for own learning, and motivated by immediate application of knowledge to solve client problems and advocate for quality care.

Inclusive

- A student nurse who notices each client's unique patterns of responses to health and illness and promotes acceptance, respect, and support within the clinical situation.

Adaptable

- A student nurse who uses a variety of experiences, knowledge, reasoning patterns, and intuition to notice, interpret, and respond appropriately to dynamic clinical situations.

Visionary

- A caring and competent student nurse who views nursing as an art and a science, linking nursing science to humanity in clinical situations.

Knowledgeable

- A student nurse who is an independent, reflective learner utilizing information and skills obtained through experiences and education to deliver and improve nursing care.

MSSU Department of Nursing Philosophy

The faculty of the Missouri Southern State University Department of Nursing believe:

Person: The person is an autonomous, unique, and multidimensional being with inherent integrity and values, capable of caring, growing, and learning. A person can be expanded to include the family or community.

Health and Illness: A person's health and illness are influenced by emotional and physical factors, socioeconomic situation, geographical setting, culture, and acuity of care.

Clinical Situation: Nursing practice is an art and a science that occurs within a clinical situation. Engagement with the client allows the nurse to notice and interpret patterns of health and illness, allowing the nurse to respond with individualized nursing interventions.

Nursing Education: General education supports development of the nurse as a global citizen with an appreciation of art, natural sciences, social sciences, and humanities. Baccalaureate nursing education prepares the graduate nurse through theoretical and clinical education in diverse settings and provides the basis for advanced practice.

Clinical Judgement: Clinical judgment requires the ability to recognize aspects of a clinical situation, interpret the meaning and respond appropriately.

Nurse: The nurse enters the clinical situation with life and educational experiences, which are foundational to clinical judgement and provision of inclusive client care. The nurse's vision of holistic care stems from knowing and recognizing the client's unique patterns of responses within the clinical situation. (Approved by Faculty Council 12/2020)

Nursing Curriculum, Program, and Student Learning Outcomes

The following plan of study provides a logical sequence of courses, which upon completion meets the requirements for the Bachelor of Science Degree with a major in nursing. All core curriculum courses, and nursing support courses are taken in the freshman and sophomore years. Nursing courses are taken in the junior and senior years. Electives may be taken in the suggested order in the plan of study and upon advisement by the assigned nursing advisor. Course syllabi present the course descriptions, objectives, content, assessment methods, and evaluation grid for the attainment of programmatic student learning outcomes.

Students obtaining a Bachelor of Science Degree with a major in nursing meet the degree requirements when 120 credit hours and all required elements as indicated in the plan of study are completed. The primary purpose of the Bachelor of Science Degree in Nursing Program is to develop a graduate who is generally prepared to practice nursing consistent with the program's philosophy. The graduate is capable of assuming the various roles of the professional nurse and is prepared as an advanced beginner, generalist capable of practicing in a variety of clinical situations using the knowledge and skills obtained throughout the educational experience.

The Bachelor of Science Degree Program tracks for pre-licensure and licensed practical nurses builds upon the lower level/ technical nursing education and through the curriculum design produces a professional nurse with definite knowledge and skills. The faculty has identified the graduate's specific knowledge and skills through program outcomes supported by the curriculum. The student learning outcomes express the faculty's intentions of the competencies a nursing student must achieve as they progress through the curriculum.

Program Outcomes

Upon completion of the nursing program, the graduate will be able to:

- deliver quality professional nursing care based upon knowledge and skills obtained throughout the nursing educational experience.
- practice in a variety of clinical situations using reasoning patterns and nursing intuition at the level of an advanced beginner.
- recognize the importance of ongoing, reflective, and independent learning throughout the professional nursing career.

Student Learning Outcomes

The student learning outcomes are those competencies that are attained as the student progresses through the coursework, clinical and lab experiences within the curriculum:

- Demonstrate leadership principles through client-centered care, teamwork, and collaboration.
- Differentiate professional implications (behaviors, standards, regulations) with respect to safe, ethical, quality, and evidence-based care.
- Provide inclusive holistic nursing care to promote health and prevent disease in all populations.
- Demonstrate adaptability by anticipating and responding to client needs to manage care in a variety of clinical situations.
- Apply evidence-based practice in the delivery of quality, client-centered care.
- Integrate a variety of technology and information technology to communicate, manage, and support clinical decision-making.
- Prioritize clinical actions by noticing, interpreting, responding, & reflecting on clinical findings

Baccalaureate Degree in Nursing Pre-Licensure and LPN to BSN track
Recommended Plan of Study
Catalog Year 2024-2025

Pre-Nursing and General Education Requirements

First Semester		
Course Number	Course Name	Credit Hours
BIO 121	Human Anatomy & Physiology I (with lab) **	4
ENG 101	English Comp I (WI)	3
MATH 130	College Algebra **	3
PSY 100	General Psychology**	3
UE 100	University Experience (Exempt if Transfer Student w/ 30 plus hours)	1
		Total Credit Hours=14
Second Semester		
BIO 221	Human Anatomy & Physiology II (with lab) **	5
ENG 102	English Comp II (WI)	3
Chem 125 OR 151	Chemistry Allied Hlth Science or General Chemistry I (with lab 2 cr.hrs) **	4-5
ECON 101 or SOC 110	Economics of Social Issues or Intro to Sociology	3
		Total Credit Hours=15-16
Third Semester		
AREA 5B	Fine Art	3
AREA 5A	Humanities	3
AREA 2B	Communication	3
BIO 231	Gen & Medical Microbiology **	5
AREA 5D KINE 103	Lifetime Wellness	2
		Total Credit Hours=16
Fourth Semester		
AREA 5C	Global Competencies	3
PSC 120	Gov't: U.S., St., Local	3
AREA 5A	Humanities	3
PSY 320	Applied Statistics **	3
or	or	
MATH 310	Elementary Statistics **	
or	or	
GB 321	Business Statistics I **	
or	or	
SOC 405	Social Science Statistics **	3
KINE 385	Nutrition for Human Development **	
Recommended Elective		
HS 102	CPR/AED Training	1
		Total Credit Hours= 16

Application to the nursing program should occur at the beginning of the second semester sophomore year and/or when required general education and pre-nursing courses are met. Application to the program does not guarantee admission.

Fifth Semester OR First Semester of Nursing Program		
Course Number	Course Name	Credit Hours
NURS 307	Foundational Concepts of Nursing ##	6 (45 clock hrs classroom: 45 clock hrs lab)
NURS 314	Pharmacology I ##	2 (30 clock hrs)
NURS 321	Adult Health I	6 (45 clock hrs classroom; 135 clock hrs clinical)
Recommended Elective HS 111 Or BIO 308	Medical Terminology Pathophysiology	1-3
		Total Credit Hours=14-17
Sixth Semester OR Second Semester of Nursing Program		
NURS 328	Concepts of Mental Health Nursing	3 (30 clock hrs classroom: 45 clock hrs clinical)
NURS 333	Adult Health II	7 (45 clock hrs classroom: 180 clock hrs clinical)
NURS 342	Pharmacology II	2 (30 clock hours classroom)
Recommended Elective HS 112 HS 312/PHIL 312	Intro to EKG Interpretation Biomedical Ethics	1-3
		Total Credit Hours=12-15

Seventh Semester OR Third Semester of Nursing Program		
NURS 407	Concepts of Women's Health & Obstetrical Nursing	3 (30 clock hours classroom: 45 clock hours clinical)
NURS 414	Concepts of Pediatric & Family Nursing	3 (30 clock hours classroom: 45 clock hours clinical)

NURS 421	Pharmacology III	2 (30 clock hours classroom)
NURS 428	Adult Health III	5 (45 clock hours classroom; 90 clock hours clinical)
Recommended Elective HS 112 PSY 432	Intro to EKG Interpretation Abnormal Psychology	1-3
		Total Credit Hours=13-16

Eighth Semester OR Fourth Semester Program		
NURS 435	Adult Health IV	6 (60 clock hours classroom; 90 clock hours clinical)
NURS 442	Concepts of Leadership & Management in Nursing	2 (30 clock hours classroom)
NURS 449	Concepts in Population Health Nursing	3 (30 clock hours classroom; 45 clock hours clinical)
NURS 456	Concepts of Evidence-Based Practice in Nursing	2 (30 clock hours classroom)
NURS 463	Senior Seminar	2 (30 clock hours)
		Total Credit Hours= 15

** Indicates nursing program pre-requisites to be complete prior to or within one semester of application to the program.

Indicates credit for course with successful completion of National League of Nursing: Nursing Accelerated Challenge Exam (NACE) Foundations of Nursing See Admission Standards for details and fees assessed
Area 1B Civic Engagement

Total Credit hours for General Education/Pre-requisites =60-61

Total Credit hours for nursing courses= 54 credit hours

Total Clinical Hours=675 hours

Total Credit hours for electives = 5- 6 credit hours

Total Credit hours for program= 120 credit hours

Recommended Electives: Please note the days/times of classes are subject to change. Please reach out to an advisor for assistance with elective

**MISSOURI SOUTHERN STATE UNIVERSITY
DEPARTMENT OF NURSING**

****CLINICAL PRECEPTOR**
DEFINITION**

A clinical preceptor is an agency staff/professional nurse who serves as a role model for Missouri Southern State University (MSSU) nursing students. The clinical preceptor assists nursing students in meeting the Bachelor of Science Degree Program, Nursing-(BSN) course/clinical objectives in cooperation with the MSSU nursing faculty.

POLICY

Clinical preceptors will be used to support and enhance learning in clinical site agencies in senior clinical nursing courses. The MSSU nursing faculty recruits and collaborates with clinical preceptors in their interactions with nursing students.

Students enrolled in the MSSU-BSN Program will not receive payment for services or reimbursement for care given for regular clinical site rotations within a clinical course. A nursing student may receive payment for services or reimbursement for care upon acceptance to the clinical partnership program and employment at an agency offering student nurse internship or clinical partnerships. Clinical preceptors will not be responsible for more than two students at any given time during clinical learning experiences. Each student will have a designated nursing faculty assigned during the clinical site experiences involving a clinical preceptor.

Nursing faculty are responsible for the clinical evaluation of the student. The nursing faculty is also responsible to provide the preceptor with a copy of the designated course clinical objectives, clinical schedule, and preceptor handbook.

QUALIFICATIONS

1. Current licensure in good standing as a Registered Nurse in the State of Missouri or compact state. The preceptor will have at least one year of experience in the area of clinical specialty in which the preceptor participates in the student clinical learning experience.
2. The preceptor is recommended by the supervisor/nurse manager/charge nurse of the agency where the clinical experiences are scheduled with approval of the course lead/clinical instructor/BSN Coordinator.
3. Core competencies of a clinical preceptor include:
 - a. Ability to communicate well.
 - b. Serves as a resource person and is familiar with resources that are available in the agency and community.
 - c. Provides student with constructive, meaningful feedback aimed at improving practice.
 - d. Self-confident and responsive to faculty and students.
 - e. Follows the American Nurses' Association (ANA) Code of Ethics.

- f. Uses the ANA Standards of Practice and Nursing Practice Act as a basis for nursing care delivery.
 - g. Demonstrates knowledge of teaching and learning principles through client/staff education.
 - h. Models caring behaviors towards clients and students.
4. Registered nurses designated by their agency as "preceptors," those who have completed a preceptor course, or completion of training by the Missouri Hospital Association Clinical Faculty Academy are preferred.

PROCEDURE

1. Course/clinical faculty initiates contact with the agency and arranges for clinical preceptors.
2. Faculty provides the agency and clinical preceptor with a Preceptor Handbook that contains the following information: MSSU-BSN Program Philosophy/Mission/Vision/Values related to the clinical experience.
3. Faculty provides the clinical preceptor with course clinical objectives, clinical schedule, expectations for student performance and assessment, and expectations for faculty supervision. Directions on assisting the student to meet course/clinical objectives are provided to the clinical preceptor by faculty.
4. Students are provided orientation to the course syllabus, theory and clinical objectives, clinical rotation schedule, clinical agency, agency policies and procedures, and the clinical preceptor policy.
5. Faculty establishes and maintains communication with student and clinical preceptor to discuss student progress and evaluation by course faculty.

Within the Course Systematic Evaluation Plan (CSEP), the course lead/clinical instructor will provide a summary reflecting the precepted experience data which includes but is not limited to clinical learning experiences, strengths, opportunities for improvement, and recommendations/actionable items for future interactions with the clinical preceptor or agency.

6. Course lead/clinical faculty is responsible for the clinical evaluation of the student.
7. Course evaluations will include questions related to the following: the clinical site, preceptor, ability to meet course objectives, student experiences, and faculty.

*Missouri State Board of Nursing Code of State Regulation Chapter Two; 20CSR2200-2.085 Preceptors April 2014, pp.62; Amended Feb, 2019 and effective August 2018.
Approved Faculty Council 12-7-99 Revised 2002; 2003; 2014; 2017
Reviewed, Revised, and approved by Faculty Council August 10, 2022; August 11, 2023

Precepted Clinical Experience Process

Clinical Preceptor Agreement

The student will be responsible for completing the clinical preceptor agreement form for each precepted clinical experience. This is provided as a paper form by the course lead of clinical courses. A copy of this form is also in the preceptor handbook. The completed form will be maintained in the student's permanent file and secure, electronic file. This is a required component of the clinical experience assignment submission and must be submitted into the appropriate submission area. Late submission is permitted as this form is required. Late submission may incur penalties in clinical evaluation by the course/clinical faculty.

Preceptor Evaluation of Nursing Student

Preceptors will be asked with each precepted experience to complete an evaluation of the precepted student. The preceptor will be provided with a QR code or paper evaluation. The preceptor will complete the evaluation based on their observations, perceptions, and student performance assessment. The evaluation will be confidential. Each evaluation will take 2-4 minutes. Each week after the clinical experience, the course lead/clinical faculty will review the preceptor feedback and complete the final evaluations. The course lead/clinical faculty is solely responsible for student evaluation; however, the clinical instructor works with preceptor feedback to inform the decision-making.

Nursing Student Evaluation of Preceptor

Students will be required to complete an evaluation of their preceptor at the end of each precepted experience. The Nursing Student evaluation of the preceptor is completed via a QR code provided by the clinical faculty. The clinical faculty provides this for clinical courses. This is a required component of the clinical experience assignment submission. Submission of this form is required. Late submission may incur penalties in clinical evaluation by the course/clinical faculty.

Student Log of Clinical Hours

The student will be responsible for completing a log of hours at the end of a clinical experience. The student's log of clinical hours is completed via a QR code provided by the course lead and/or clinical/simulation faculty. The log of hours is to be completed after each clinical experience at the end of the clinical day, which includes on-campus activities (i.e., skills instruction/practice, orientation, debriefing), simulation, and clinical rotations at the assigned clinical facility. This is a required component of the clinical experience assignment submission. Submission of this form is required. Each week after the clinical experience, the clinical instructor will review the log of hours.

At the conclusion of each semester, the nursing student evaluation of the preceptor, preceptor evaluation of the nursing student, and student log for each clinical course shall be archived in the Nursing Department SharePoint site (Systematic Evaluation Plan>Raw Data Reports) by the BSN Coordinator.

CLINICAL PRECEPTOR AGREEMENT

_____(print name) is a student enrolled at Missouri Southern
State University and currently enrolled in: *(please check to indicate course)*

- ☐ Nursing Course Number: _____
- ☐ Course Clinical Objectives

This course requires working with a preceptor/mentor to meet the clinical objectives. A copy of the objectives and the clinical preceptor policy has been provided to the unit manager, posted with the clinical rotation schedule, and is available from the student. You are verifying the student's attendance. Please sign below if you agree to assist the student in meeting the objectives and be the preceptor/mentor.

Print Name of Preceptor Credentials (RN, ADN, BSN, MSN, DNP) Indicate # of years' experience as RN

Preceptor Signature

Date

Student Signature

Date

Print Name of Your Clinical Instructor

Date

Missouri Southern State University (MSSU) Department of Nursing Clinical Partnership Program (NCPP)

Description:

A collaborative clinical-academic practice partnership designed to facilitate clinical learning, development of clinical judgment, and student transition to the workplace.

Theoretical Framework:

The primary objective of clinical education in nursing is to apply classroom and laboratory content to clinical practice and develop clinical judgment. The MSSU Department of Nursing Clinical Partnership Program (NCPP) creates a robust clinical experience for senior students and preceptors. The NCPP is based on the clinical collaborative model, which has been used for many years in healthcare education.

The benefits of the clinical collaborative model include the promotion of real-world teamwork and collaboration, the facilitation of active learning and shared experience, decreased burnout, and increased learner accountability, independence, and productivity (Academy of the American Physical Therapy Association, 2020). The concept of Professional Identity in the Nursing Discipline underscores the need to prepare senior nursing students for the day-to-day reality of caring for patients in the acute care setting.

Maguire, Zambroski, and Cadena (2012) reported that partnership with a preceptor readies the student to face the many challenges of acute care practice and strengthens the relationship between the student and hospital upon graduation.

DiMattio, Hudacek, and Lovecchio (2020) reported that students participating in a collaborative clinical model found access to opportunity, resources, information, and support clinically empowering. Nurses that participated in the partnership reported reinvigoration of their nursing practice through opportunities for reciprocal learning among students, faculty, nurses, and patients. Kim, Park, and Kang (2013) found significant differences in clinical practice capability between nursing students who received teaching time from a preceptor and those who did not. These authors also found that students' nursing practice capability was directly related to teaching time by a preceptor and that the positive effect increased with the duration of teaching by the preceptor.

MSSU Nursing faculty believe that preceptor orientation is key to the success of the NCPP. Faculty also believe that preceptors must be able to contact faculty at any time during the student's scheduled shifts if concerns or issues arise. Preceptor feedback is integral to student learning. To this end, preceptors are included but are not solely responsible for the formative and summative evaluation of the student. Preceptor feedback about the NCPP is also key to program improvement. Thus, preceptors and health system administrators should participate in the overall program evaluation and be invited to participate in research endeavors related to the program.

Purpose: The NCPP seeks to:

- build the student's teamwork and collaboration skills in the clinical setting through real-world experience.
- facilitate confidence and optimal performance and productivity of the graduate nurse.
- promote active learning, shared experience, and reflection to support the development of clinical judgment in the graduate nurse.
- promote independent learning and accountability for learning in the graduate nurse.
- decrease burnout in the graduate nurse.

Plan:

- Senior students must meet academic and clinical standards established by the MSSU Department of Nursing.
- Students must complete the departmental application process and have recommendations from **two nursing faculty members**.
- Students must prepare and present a resume and provide an updated skills checklist upon application to the MSSU Department of Nursing NCPP. Students are advised that an updated skills checklist booklet is recommended when interviewing for NCPP-affiliated employers.
- Students must apply to the health system following the health system's employment practices.
- Application does not guarantee acceptance to the NCPP.
- Acceptance to the NCPP does not guarantee an offer of employment from the health system.
- **Once the student is accepted to the NCPP, the student will:**
 - work as required by the health system in addition to the required NCPP hours.
 - work the schedule of the assigned preceptor within the constraints of the student's class and clinical schedules.
 - understand that the shift begins with the outgoing shift report and ends with the oncoming shift report.
 - communicate openly with the preceptor, Adult Health IV course lead/clinical instructor, and MSSU BSN coordinator throughout the experience.
 - abide by all policies and procedures of the health system and those outlined in the current MSSU Nursing Student Handbook and Safety and Exposure Manual.
 - Receive credit for the scheduled workday for up to 12 hours per clinical day. Students may work 8, 10, or 12-hour days as the health system requires.

- receive credit for up to 45 hours in the Adult Health IV clinical course (Senior II semester).
 - understand that NCPP hours must be communicated to the Adult Health IV course lead upon scheduling these with the healthcare system. NCPP hours must not conflict with regularly scheduled clinical hours as required in Adult Health IV or Concepts of Population Health Nursing.
 - understand hourly wages from the health system based on experience may be offered.
 - understand that a commitment to employment of up to one-year or longer may be offered and/or required by the health system.
 - evaluate the preceptor and overall experience during the NCPP
 - anticipate conferencing with the rounding clinical faculty as a method of formative and summative evaluation.
- **Once the student is accepted to the NCPP, the course lead/clinical instructor will:**
 - provide face-to-face (or virtual) orientation of the preceptor to faculty contact information and student requirements outlined in the *Preceptor Handbook*.
 - contact the preceptor to discuss student progress and concerns or issues.
 - collaborate with the preceptor in formative and summative evaluation of the student.
- **Once the student is accepted to the NCPP and has secured a position, the health system will:**
 - Assign a preceptor with a minimum of one year of clinical experience to serve as the student's preceptor. The assignment of the preceptor will be based on the student's interests and/or needs of the health system.
 - orient the student to the preceptor's unit as the health system requires.
 - provide the MSSU BSN coordinator with a final list of accepted students and their assigned preceptors.
 - communicate the opening of the application cycle, including the deadline for application each semester.
 - **The student may receive compensation for shifts worked/scheduled with the health system. This is at the discretion of the facility and the NCPP health system.**

- **The student must provide the date/shift schedule to the course lead. Rounding will occur during scheduled shifts by designated faculty/administrative staff. Advance notice will be provided to the student. Students can anticipate conferencing with the rounding clinical faculty as a formative and summative evaluation method.**
- **The program will:**
 - Provide an on-call schedule to the NCPP student, identifying the clinical faculty/BSN Coordinator/Department Chair who is on call and providing contact information. The on-call individual will be available 24 hours a day during the scheduled call time. Any urgent/emergent nature issue should be communicated promptly, including but not limited to issues with staffing, illness/injury, or practice concerns.
 - The MSSU Nursing Department may be reached Monday through Friday from 8:00 am to 5:00 pm except for campus closures by calling 417-625-9628
 - The on-call/after-hours contact is as follows:
Dr. Lisa M Beals Department of Nursing Chair
 - Email: beals-l@mssu.edu Telephone: 417-327-6581
- **Once the student is accepted to the NCPP, the preceptor will:**
 - complete the MSSU Department of Nursing preceptor agreement form. This form must be completed should the student be reassigned to a different preceptor. In such cases, this must be communicated to the course lead/clinical faculty immediately.
 - serve as a mentor for the student, facilitating active learning, reflection, and development of clinical judgment.
 - attend a face-to-face (or virtual) orientation to faculty contact information and student requirements outlined in the *Preceptor Handbook*.
 - evaluate the student's performance and provide frequent and meaningful feedback to the student.
 - communicate evaluation of the student's performance to the course lead/clinical faculty, MSSU BSN coordinator and/or department chair.
 - collaborate with MSSU nursing faculty members to complete the final evaluation of the student.

MSSU Nursing Clinical Partnership Program Detailed Student Responsibilities

Student Name: _____

Contact Information: _____

Health System: _____

Student Agreement (contingent upon acceptance to the MSSU Nursing Clinical Partnership Program):

- I understand that my chosen Clinical Partnership Site may not be changed after the application deadline. Any untoward change will result in the denial of the opportunity and subsequent required completion of designated clinical hours.
- I understand that I must meet academic and clinical standards set forth by MSSU and have the recommendation of two faculty for this program.
- I understand that I will prepare and present a resume and updated skills checklist during the interview with the health system.
- I understand that application to the NCPP does not guarantee acceptance into the NCPP.
- Please submit all required documents and the application as provided by the QR code no later than **September 30th at 11:59 pm.**

- I understand that I will be interviewed by _____ Health System to be selected for the clinical partnership program.
- I understand that acceptance into the NCPP does not guarantee an offer of employment from the health system.

- I understand I will be an employee of _____ Health System while completing clinical hours and must abide by and follow all facility policies and that I am under the direction of the facility.
- I understand that it is up to the health system's discretion and policies that I receive compensation. I understand the health system may or may not compensate for previous healthcare experience.
- I understand that **I may be required to work as a patient care technician/nurse assistant in addition to the NCPP if required by the health system.**
- Acceptance to the Clinical Partnership Program means that I may be committed to working for the _____ system upon graduation within the unit where the partnership was completed if the health system offers a position.

- I understand I will be working with the schedule of my assigned preceptor and will only work around my class/clinical schedule.
- I understand that each of these shifts will be shift-to-shift (oncoming shift report to outgoing shift report), and I will receive credit for the number of hours worked in a scheduled shift (8, 10, or 12 hours).
- I will schedule my shifts with my preceptor as directed by _____ Health System/unit.
- I understand that the clinical preceptor will serve as a mentor and preceptor to the nursing student.
- I understand that I am expected to communicate frequently with my preceptor about the focus of classroom studies and incorporate that into my workday.
- I understand I will be working under the supervision of the preceptor nurse and will have access to a MSSU Nursing faculty member at all times.
- I understand that I will contact the on-call faculty for any urgent/emergent issue, change in preceptor, or concern.
- I understand that there will be frequent communication between the preceptor and designated MSSU Department of Nursing faculty regarding my performance in the program and that faculty will be available to communicate with my preceptor at any time during my scheduled shifts.
- I understand that the preceptor will work with designated MSSU Department of Nursing faculty in completing evaluations of my work and provide feedback to improve my knowledge and skills.
- I understand my final clinical evaluation will be completed by MSSU Department of Nursing faculty.

Dress Code:

MSSU Scrubs and/or scrub jacket, MSSU student badge and facility badge OR facility required dress with student and facility badge.

Discipline:

Any disciplinary action or concerns must be communicated with the Adult Health IV course lead/clinical faculty and the BSN Coordinator on the day of the event.

Attendance:

Any absence or tardy clinical days must be reported to the Adult Health IV course lead/clinical faculty, the BSN Coordinator and the health system unit on the day of occurrence. The MSSU Nursing Student Handbook policy on attendance stipulates the specifics of attendance as expected for MSSU Nursing Students.

Evaluations:

The student must have the preceptor complete a student evaluation by week seven and/or week 14 of the MSSU Clinical Partnership Program. The Adult Health IV course lead will provide access to the preceptor evaluation of the student, student evaluation of the preceptor, and clinical log of hours using the process of QR codes as described in the Preceptor Handbook policies/process.

Clinical Agreement Form:

The student will provide a Clinical Agreement form to the preceptor on the first clinical day. The completed form will be submitted to the BSN coordinator and the Adult Health IV course lead/clinical faculty before starting the NCPP. The student must submit a new Clinical Agreement form for any change in preceptor. The student should contact the Adult Health IV course lead and/or BSN Coordinator should a change in preceptor be required by the healthcare facility.

Schedule:

The student will provide the NCPP clinical schedule to the Adult Health IV course lead/clinical faculty before starting the NCPP.

Assignments:

The student is responsible for completing all assignments outlined in the MSSU Senior II level course syllabi and scheduled clinical rotation for Senior II level courses

Student Signature _____

MSSU Senior-level faculty _____

BSN Coordinator Signature _____

Department Chair Signature _____

Date _____

Approved by FC August 2024; updated December 2024; updated July 2025