CLINICAL PLACEMENT GUIDELINES -GRADUATE NURSING PROGRAMS

All Practitioner and Adult Health Programs

Students enrolled in clinical nursing courses must follow the guidelines below:

1- **Submit the Application for Clinical Placement form – complete information - for each term**

2- You must have a copy of the required documents on file in the Nursing Department prior to the start of your clinical practicum: (NYS -RN license, BCLS certificate, Student Health Clearance form- including proof of season influenza vaccination, malpractice insurance (SN Practitioner for FNP, PNP students). Bring a copy of these documents with you to your practicum site as requested along with a copy of your current resume. If your clinical practicum is located outside of NYS you must be licensed in that state as well as in NYS.

3- Preceptor’s can be one of the following: licensed/certified nurse practitioner, licensed physician, licensed physician’s assistant. A copy of their resume must be submitted prior to clinical practicum via fax or email to Dr. Campbell

4- Return completed forms to the Nursing Department by **deadline dates to facilitate early field placements:**

   A. Fall Request – Deadline June 15th
   B. Spring Request – Deadline October 15th
   C. Summer Request – Deadline March 15th

5- Lehman Nursing Department has affiliation agreements with all of the Bronx Hospitals, all Health and Hospital Corporation Hospitals – HHC in NYC, many major hospitals and physicians in the NYC area. If you wish to have a new clinical placement site initiated this can be arranged. **No new contracts are being placed at this time.**

   *Note - Hospitals do not offer a listing of preceptors. Students must find an MD, NP, or PA to be their preceptor in a facility on your own*

6- Requests for **Montefiore and their affiliating sites (Moses, Einstein, Wakefield, satellite clinics)** submit completed forms to Ms. Manuela Bonnese, mbonnese@montefiore.org (malpractice insurance, student health clearance forms, BCLS certificate, RN license & registration, HIPPA form, drug screening test, criminal background check, Site request form).

7- **NY Presbyterian – only** NP preceptors can be requested. All requests to be made directly to Dr. Campbell

8- **All Hospitals and Health Corporation facilities** - require students to bring documents to their Employee Health Services Dept. to get a student ID after the request “Exhibit” has been received
by the HHC facility. Students must also view the Mandatory Education module prior to testing on material prior to getting the ID.

9- Follow the Nursing Department CLINICAL DRESS CODE and PROFESSIONAL ETIQUETTE

10- Course Practicum Population: Practitioner Programs

   a. NUR 770 – PNP - primary care (185 hrs)
   b. NUR 771 – PNP – acute care (185hrs)
   c. NUR 772 – PNP – chronic care (190 hrs)
   d. NUR 774 – Children & Adolescents – 200 hours total (primary care)
   e. NUR 775 – Young Adults (18-40 years) 100 hours ; GYN – 100 hours (primary care)
   f. NUR 776 – Adults and Older Adults – 200 hours total (primary care)

*Note current employees must obtain student IDs