Graduate Nursing Program

DNP Hours Guide

including Scholarly Project Information

2023-2024 Academic Year

Guidelines, Requirements & Instructions

Clarkson
College

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Introduction

The Doctor of Nursing Practice (DNP) degree prepares you for the highest level of nursing practice. The DNP Hours requirement affords you the opportunity to demonstrate mastery of the DNP Program Outcomes. During the activities by which you accrue DNP Hours, you will engage in appropriate activities related to the Program Outcomes and the DNP courses.

BSN-DNP students are also required to demonstrate mastery of the Professional Role Competencies established by the National Organization of Nurse Practitioner Faculty (NONPF) or Graduate Standards established by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA) related to their specialty area (e.g., Family NP, CRNA, etc.).

Completion of the DNP Hours reflects partial fulfillment of the DNP degree.

The purpose of this guide is to:
1. Describe the DNP Hours requirement of the DNP program.
2. Differentiate between Clinical/Practicum Hours, DNP Hours, and Scholarly Project Hours.
3. Provide directions related to the DNP Hours requirement (e.g., checkpoints, documents, online resources, evidence).
4. Set forth the DNP Hours Final Checkpoint requirements.
5. Provide examples of appropriate DNP Hours experiences, activities, and/or events.
6. Describe the DNP Scholarly Project purpose and process, including the Faculty Chair and External Subject Area Expert/Mentor and their responsibilities.

DEFINITIONS
There are terms you must know to progress successfully through the DNP program. Please review these terms and their definitions and reach out to the Program Director and/or designee for clarification as needed.

Clinical/Practicum Hours
Direct patient care hours in which you will gain experience in a nursing specialty (e.g. Family NP, CRNA, etc.). Clinical/Practicum hours will be tracked in the Typhon system. See below for information specific to each specialty option.

COA Graduate Standards
The Council on Accreditation (COA) of Nurse Anesthesia Educational Programs has established graduate standards that all students graduating from a doctoral-level nurse anesthesia program must meet in order to sit for the certification exam. These standards relate to patient safety, perinanesthesia, critical thinking, communication, leadership, and professional role. The COA Graduate Standards are aligned with the DNP Program Outcomes (see below).

DNP Hours

The DNP Hours reflect time spent engaged in student-identified experiences related to the DNP Program Outcomes, Professional Role Competencies, and/or Graduate Standards (as indicated). You accrue DNP Hours by engaging in experiences, activities, and/or events **DURING** the DNP Program related to the role and responsibilities of the doctorally prepared advanced practice nurse.

DNP Scholarly Project

This scholarly experience is one in which you identify a practice problem and a solution to the said problem. Scholarly Project Hours are also accrued as **CLOCK HOURS** during AN/DNP 960, AN/DNP 961, and AN/DNP 962 through meetings with the Faculty Chair, meetings with the external Subject Area Expert/Mentor, meetings with internal and external stakeholders, and via planning the implementation and evaluation of the project. Scholarly Project Hours will be accrued by engaging in appraisal (vs. reading) and synthesis of literature related to your selected project topic. (Note: Writing the required course work for AN/DNP 960, AN/DNP 961, and AN/DNP 962 will not count toward Scholarly Project Hours, nor will editing the Executive Summary.)

DNP Scholarly Project External Subject-Area Expert Mentor

The Subject-Area Expert/Mentor should be selected based on your interests, subject area, and overall professional goals and objectives.

DNP Scholarly Project Faculty Chair

In AN/DNP 960 (Scholarly Project I), you will be assigned a Clarkson College Graduate Nursing program faculty member as your one-on-one point person for guidance and support during the three required Scholarly Project courses (AN/DNP 960, AN/DNP 961, and AN/DNP 962).

The CRNA Program Director will appoint the DNP Project Faculty Chair for the Nurse Anesthesia students.

The DNP Project Faculty Chair is part of the three-person DNP Project Team that includes the Faculty Chair, the student, and the approved Subject-Area Expert/Mentor.

The DNP Project Faculty Chair will maintain contact with the Subject-Area Expert/Mentor and is required to reach out to the Subject-Area Expert/Mentor one (1) to two (2) times during each DNP Scholarly Project course.

Program Director

The Program Directors for Graduate Nursing and CRNA are your primary contact throughout the program. These individuals provide support, information, and guidance.

Program Outcomes

The program outcomes reflect the skills, knowledge, and attitudes which DNP students, regardless of program track/option, should be capable of demonstrating upon graduating from the program. There are eight (8) program outcomes; please refer to pp. 4 of this guide. The

program outcomes have been aligned with the professional role competencies (see below) and the COA Graduate Standards (see above).

Professional Role Competencies
The professional role competencies are unique to each nurse practitioner option (e.g., Family NP, Adult-Gerontology Acute Care or Primary Care NP, Psychiatric-Mental Health NP). The professional role competencies are established by the National Organization of Nurse Practitioner Faculty (NONPF) and build on the NONPF Nurse Practitioner Core Competencies (i.e., Scientific Foundations, Leadership, Quality, Practice Inquiry, Technology & Information Literacy, Policy, Health Delivery System, Ethics, and Independent Practice). These professional role competencies have been aligned with the DNP Program Outcomes (see above).

DNP HOURS REQUIREMENTS & INSTRUCTIONS

Becoming familiar with the roles and responsibilities of the doctorally-prepared advanced practice nurse is integral to your mastery of the DNP Program Outcomes and related Professional Role Competencies or COA Graduate Standards, leading to your ability to function effectively in future practice. Obtaining this familiarity via the accrual of DNP Hours through activities that will introduce you to and immerse you in the world of the doctorally-prepared advanced practice nurse is vital for successfully completing the DNP program.

To assist you in accruing these hours, we have identified course-or program-related activities that will be required of all DNP students (see p. 7).

All DNP students are required to provide at least one (1) piece of evidence for each Program Outcome. BSN-DNP students in all program options are required to provide at least one (1) piece of evidence for each Professional Role Competency or COA Graduate Standard. The Professional Role Competencies and COA Graduate Standards are specific to an area of practice (e.g., Family NP, Psychiatric NP, CRNA, etc.) and the evidence for many/most of these competencies and standards will come from your Typhon account (i.e., patient summaries).

Throughout the program, you will identify activities that you believe will contribute to your ability to apply and/or synthesize DNP course content with real-world examples while becoming familiar with your future role. You are encouraged to engage meaningfully with experts within nursing and from other disciplines. Each student's experience relative to the DNP Hours requirement will be unique.

The doctorally-prepared advanced practice nurse functions at the highest level of nursing practice by applying theoretical content and newly-developed skills to real world experiences, including quality improvement efforts. This individual assumes an expanded scope of practice and provides leadership that fosters intra-professional and interprofessional collaboration. These individuals promote a culture that is evidence-based and one in which they apply clinical investigative skills to evaluate health outcomes and influence health policy. The doctorally-prepared advanced practice nurse engages in scholarship by identifying best practices and

disseminating best practice via spoken or written word. As such, you should consistently demonstrate scholarly writing skills at the graduate level.

DNP PROGRAM OUTCOMES

Note: Skills listed parenthetically at the end of each DNP Program Outcome reflect College Student Success Skills which all Clarkson College graduates should demonstrate upon commencement.

1. Integrate nursing science and theories to improve healthcare delivery systems, describe the actions and strategies to improve those healthcare systems, and evaluate patient outcomes in preparation for evolving nursing practice realities. (Critical Thinking, Technology)

2. Implement and evaluate healthcare delivery based on scientific findings that ensure quality and safety and consider ethical dilemmas, by using advanced communication processes, business and financial principles, and sensitivity to diverse populations. (Diversity, Communication)

3. Translate research into practice using evidence-based methods by disseminating findings, collaborating between disciplines, designing processes, and evaluating quality improvement methodologies to address the complex needs of humankind. (Professionalism, Communication, and Critical Thinking)

4. Design information systems to guide clinical decision making, evaluate programs, and improve healthcare outcomes while considering ethical and legal issues related to the use of information. (Technology, Communication)

5. Demonstrate leadership through the development, implementation, and analysis of health policy at the micro and macrosystems of healthcare by engaging policy makers and advocating for social justice and the nursing profession. (Professionalism, Diversity)

6. Lead interprofessional teams through effective communication, leadership, and collaboration to create practice improvement innovations in complex healthcare delivery systems. (Communication, Professionalism)

7. Analyze healthcare delivery models using scientific data to develop, implement, and evaluate health promotion and disease prevention strategies to address gaps in care for population health. (Diversity, Critical Thinking, Technology)

8. Demonstrate advanced clinical judgment, systems thinking, and accountability by designing and implementing evidenced-based care for specialty nursing practice via interprofessional collaboration, excellence in nursing, and therapeutic relationships with patients and other professionals. (Critical Thinking, Communication, Professionalism)

In the first semester of the DNP program, all students will receive a DNP Hours Table (Part A) on which they should document their DNP Hours activities related to the Program Outcomes. BSN-DNP students will receive the part of the table (Part B) with Professional Role Competencies or COA Graduate Standards when they begin clinical courses. (See below.)

BEGINNING THE DNP HOURS PROCESS

The DNP Hours requirement begins with the first academic semester. Please follow this process to get started. (See Figure 1.)

Figure 1.

Starting the DNP Hours Process
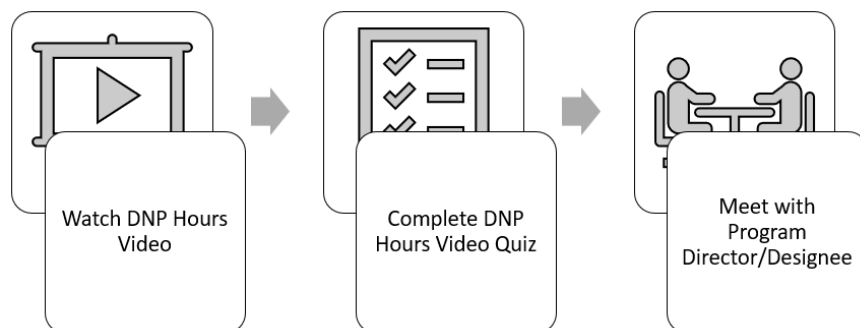
1. You will receive an e-mail from the Program Director or designee about how to access the DNP Hours Documentation "course" in Canvas. This "course" is named by semester of entry (e.g., Fall 2022, Spring 2023, Summer 2023) and will remain open in all semesters you are in the program. This course is specific to the semester of entry (e.g., Fall 2022, Spring 2023) and will be your "one-stop shop" for all DNP Hours documentation, including evidence submission, Checkpoint documentation, and so forth.
2. You will watch a video presentation (i.e., DNP Hours Information Video) about the DNP Hours requirement and complete the "quiz" questions within the video.
3. Upon completion of the video and quiz questions, you will provide proof of having watched the video by including a screen shot of the quiz results in an e-mail sent to the Program Director or designee.
   a. In this e-mail, you should also provide days/times when you are available to meet as a follow-up to the DNP Hours Information video.
4. The Program Director or designee will schedule a brief meeting with you to explain the process for documenting and submitting evidence of DNP Hours activities.
   a. The Program Director or designee will follow-up this meeting with an e-mail to which your DNP Hours Table is attached. All BSN-DNP students will receive only Part A of the Table at this time. Part A includes only Program Outcomes. Post-MSN DNP students will receive their full Table at this time.
   b. BSN-DNP students will receive Part B when they start clinical/practicum courses. Part B contains Professional Role Competencies and/or Graduate Standards.
   c. You will receive Part C of the Table when you enroll in AN/DNP 960, Scholarly Project I. Part C is where you will record all activities related to your Scholarly Project (e.g., meetings with Faculty Chairs, meetings with external Subject Area Expert/Mentors, meetings with stakeholders, literature/evidence appraisal, etc.).

DNP Hours Checkpoints

There are three (3) DNP Hours checkpoints throughout the DNP program:
1. End of Semester 2
2. End of Semester 5
3. Midway through the Final Semester (during AN/DNP 962)

In addition to these formal checkpoints, at the end of the first, third, and fourth semesters, you will be required to submit your DNP Hours Table (Part A). This informal check is to make sure you are accruing DNP Hours and submitting evidence.

Documenting Activities on the DNP Hours Table

When documenting the DNP Hours activities on the DNP Hours Table, you should include a brief description of the event or the title of the presentation, the type of evidence being submitted (e.g., certificate, photo, etc.), and the date and number of hours. The number of hours should be shown in **CLOCK HOURS** (versus CE or contact hours and should be rounded to the nearest quarter-hour (i.e., 0.25, 0.5, 0.75, 1.0). See Table 1 for an example.

If you use continuing education (CE) activities or activities wherein you accrue contact hours, you should round to the nearest quarter-hour. For example, a CE activity for which you received 0.6 CE/contact hours should be reflected as 0.75 hour.

Table 1.

Example of DNP Hours Documentation

Program Outcome	Activity	Type of Evidence[1]	Date; Time
Program Outcome 1	Shadow a PMH NP	Shadow Form	04-20-2022; 8 hours
Program Outcome 2	IPE service	Copy of Reflection submitted to IPE	01-17-2022; 1.5 hours
Program Outcome 4	Interview of nurse entrepreneur	Interview Summary Form	05-05-2022; 2 hours

Submitting Evidence for DNP Hours Activities

All DNP students will submit evidence using this process.

1. Go to the DNP Hours Documentation "course" to which you are assigned.
2. Open the Program Outcome (or Professional Role Competency or COA Graduate Standard) "assignment" the activity meets. (They will appear as quizzes.)
3. Answer the three (3) questions as a reflection:
   a. What the activity was (i.e., title of the program, service-learning, etc.),
   b. How the activity fits with the selected Program Outcome (e.g., Program Outcome 1, 2, etc.), and

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[1] Do not embed the evidence in the DNP Hours Table; submit the evidence to the appropriate "assignment" in the DNP Hours Documentation "course" in Canvas.

      c. How the activity contributes to your future practice as a doctorally-prepared advanced practice nurse.

    4. Upload the evidence within the quiz (Item 4).

    5. Click SUBMIT ASSIGNMENT.

NOTE: Evidence submitted without the 3-sentence reflection will not be accepted and will be marked **Incomplete** until such time as you add the reflection.

DNP Hours Activities

> **All DNP students are responsible for identifying appropriate DNP Hours experiences, activities, and/or events beginning <u>the first semester of the program</u>.**

There are required DNP Hours activities, suggested activities, and student-selected activities.

You may complete DNP Hours at your place of employment, **but the activities must be outside your assigned/typical job responsibilities**. Day-to-day RN responsibilities cannot be counted as DNP Hours.

REQUIRED DNP HOURS ACTIVITIES BY PROGRAM OUTCOME
The activities reflected in Table 2 have been aligned with the DNP Program Outcomes and must be completed. Other types of acceptable activities are reflected below.

Table 2

Required DNP Hours Activities Aligned with DNP Program Outcomes

Program Outcome	Required Activity/-ies
1	• Interview/shadow someone[2] whose job requires him/her to manage a budget and/or is involved with healthcare economics and/or finance (evidence and time)
2	• NS 807[3]: QSEN Quality Improvement Graduate Module (evidence and time) • NS 807[3]: QSEN Safety Graduate Module (evidence and time) • DNP 915 Service-Learning Project (evidence and time) • DNP 918: Discussion re: AACN Essentials (evidence only; no time) • DNP 918: Article Review Summary (evidence only; no time)

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[2] "Someone" is defined as a person who works in health care, preferably a nurse and preferably an advanced practice nurse and/or a nurse with a DNP degree.

[3] Nurse Anesthesia students do not take NS 807 and should see the information in the DNP Hours Documentation "course" in Canvas related to the QSEN modules.

Program Outcome	Required Activity/-ies
	• DNP 945: Health Care Article Review (evidence only; no time) • DNP 945: Business Plan Paper or Presentation (evidence only; no time) • Interview/shadow someone* who owns or runs his or her own business (DNP 924) (evidence and time) • Interview someone* whose *job relates to quality improvement* (DNP 948) (evidence and time)
3	• DNP 948: QSEN EBP Graduate Module (time and evidence) • DNP 948: CITI Training/Certification (evidence and time) • Interview someone* whose *job relates to grant writing/funding for research* (DNP 948, DNP 925) (evidence and time)
4	• QSEN Health Informatics Graduate Module (during DNP 916; time and evidence) • DNP 916: Informatics Specialist Interview (time spent in interview; no time for writing summary/essay) • DNP 916: Research related to SWOT Analysis (time and evidence) • Interview someone* who *works with health data/epidemiological data* (DNP 916, DNP 944) (evidence and time) • Interview someone* who uses healthcare-related data analytics on a daily basis (DNP 916, DNP 944) (evidence and time)
5	• QSEN Teamwork & Collaboration Graduate Module (time and evidence) • DNP 915 Policy Pitch (evidence only; no hours) • DNP 919: Policy Project (evidence only; no time) • DNP 932: Leadership Change Project (evidence only UNLESS appraisal of literature/evidence was involved) • Interview/shadow 1 organizational leader relative to organizational systems and behaviors (DNP 918) (evidence and time) • Interview 1 *nurse leader/manager with a DNP* (DNP 932; DNP 919) (evidence and time) • Interview someone* involved in *legislation and/or policy-making* (evidence and time)
6	• Interview/shadow 1 organizational leader relative to organizational systems and behaviors (DNP 918) (evidence and time) • Interview 1 *nurse entrepreneur* (DNP 924) (evidence and time)
7	• DNP 915: Attendance at Cultural Awareness Project events (time and evidence for event; writing the reflection does not count toward DNP Hours) • DNP 944: Module 9 Discussion: Social Determinants of Health (evidence only; no time)

Program Outcome	Required Activity/-ies
	• DNP 944: Surveillance and Intervention Studies/Projects (evidence only; no time) • Interview someone* whose *job requires him/her to manage a budget and/or is involved with healthcare economics* (DNP 945) (evidence and time) • Volunteer at a clinic or organization where immigrants to the US receive care (DNP 915) (evidence and time)
8	• Shadow 1 NP for your *specialty/program option* (evidence and time) • Shadow 1 CMW (evidence and time) • Shadow 1 CNS (evidence and time) • Shadow 1 APRN **outside** *your specialty area* (evidence and time) • CRNA students will shadow a nurse anesthetist for no more than 16 hours between the end of Semester 3 and the beginning of Semester 4.

DOCUMENTATION FOR INTERVIEWS & SHADOW EXPERIENCES

When you interview someone, you will provide a summary of the interview using the DNP Hours Interview Summary Form (Figure 1). This form must be completed in order to be accepted as evidence for the DNP Hours activity. The form can be found and downloaded from the DNP Hours Documentation "course" to which you are assigned.

Figure 1

DNP Hours Interview Summary Form

When you shadow someone, you will provide the information using the APRN Shadowing Hours/Record form (Figure 2). This form must be completed in order to be accepted as evidence for the DNP Hours activity. The form can be found and downloaded from the DNP Hours Documentation "course" to which you are assigned.

Figure 2

APRN Shadowing Hours/Record Form

ACCEPTABLE DNP HOURS ACTIVITIES
- Chair a work-related committee (e.g., UBC, hospital-wide)
- DNP Journal Club
- Work-related projects **above day-to-day nursing responsibilities** (e.g., developing and/or implementing practice protocols, guidelines, and process improvement)
- Participation in a city, county, or state health department health initiative
- Appraisal of literature/evidence
- Attendance and participation in professional development programs (e.g., seminars or conferences that relate to your future practice)

- Scholarly Project-related activities such as:
    - Meetings with Faculty Chair
    - Meetings with External Subject Area Expert Mentor
    - Needs Assessment
    - Meetings with project stakeholders
    - Appraisal of literature/evidence (NOT reading or searching the literature)
    - Data Collection
    - Data Analysis
- Others as identified; please check with the Program Director and/or designee.

UNACCEPTABLE DNP HOURS ACTIVITIES

The time spent in the following activities **may not be applied toward the DNP Hours**:
- Direct patient care as an RN
- Working on graded course assignments (e.g., reading textbooks, watching/listening to video lectures, discussions, writing papers)
- Writing or editing the Scholarly Project Executive Summary (and other Scholarly Project-related work)
- Preparing the Scholarly Project Dissemination Presentation (i.e., PPT or poster)
- Writing and reading (i.e., for course work, etc.)
- Editing (i.e., papers, Scholarly Project)
- Travel time to meetings with Faculty Chair, External Subject Area Expert/Mentor, Scholarly Project stakeholders
- Travel time to professional meetings or conferences

END OF SEMESTER & CHECKPOINT DNP HOURS TABLE SUBMISSION

All students, regardless of semester of entry and/or program option/specialty will be required to submit their DNP Hours Table at the end of Semesters 1, 3, and 4 as well as at the designated checkpoints.

The purpose of end-of-semester submission of the DNP Hours Table is that the students illustrate progress toward meeting the DNP Hours requirement.

CHECKPOINTS

There are three (3) checkpoints for the DNP Hours requirement.

CHECKPOINTS 1 & 2

At Checkpoints 1 and 2, you will be required to submit/upload your DNP Hours Table to the DNP Hours Documentation "course" in Canvas (Figure 3). All evidence reflected in the DNP Hours Table should already have been submitted in the appropriate "assignment" in the DNP Hours Documentation "course."

According to policies AA-55 (Credit Hour Definition) and AA-2 (Progression), students who have not submitted checkpoint documentation and/or show no evidence of engaging in DNP Hours activities may not be allowed to progress in the program. Students who experience extraordinary circumstances resulting in being unable to meet the Checkpoint 1 or 2

requirements must contact the Program Director or designee to make arrangements for completing the requirements by an agreed upon date.

Figure 3.

Checkpoints 1 and 2 "Assignments"

Your DNP Hours Table and matching evidence will be evaluated to (a) verify accrual of the required number of DNP Hours (where necessary), and (b) confirm that the evidence documented in the DNP Hours Table has been submitted in the appropriate "assignment" in the DNP Hours Documentation "course" in Canvas. The individual who reviews the DNP Hours evidence and documentation (i.e., the Program Director or designee) may recommend that you resubmit the evidence in a different Program Outcome or, eventually, Professional Role Competency or COA Graduate Standard. If this occurs, you should revise your DNP Hours Table to reflect moving the evidence.

Evaluation of both Checkpoint 1 and 2 documentation and evidence submission (i.e., complete/incomplete) will be reflected in the DNP Hours Documentation "course" Grade Book. If the reviewer identifies issues with your progress, you may be required to meet with the Program Director and/or designee to discuss the issues and plan for revisions.

NOTE: No grades are associated with these checkpoints, but failure to submit the DNP Hours Table and all documented evidence may delay the student's progress through the DNP program. See Policies AA-55 and AA-2 (above).

SEMESTER-BY-SEMESTER DNP HOURS REQUIREMENTS

All DNP students are required to accrue DNP Hours every semester as shown below. If you are NOT able to accrue the required number of hours, you must communicate with the Program Director or designee to discuss an extension agreement. Students who fail to communicate with the Program Director or designee about this matter may not be allowed to progress in the program. Refer to policies AA-55 (Credit Hour Definition) and AA-2 (Progression).

DNP Hours Plan for BSN-DNP Program Options (FNP, AG Acute, AG Primary PMHNP) & Post-MSN DNP Students with 1 Certification

- **Total** number of **DNP Hours** for BSN-DNP students and Post-MSN DNP students: At least **350** hours
- Number of DNP Hours at **Checkpoint 1: At least 50 hours**
- Number of DNP Hours at **Checkpoint 2: At least 150 hours**

Semester #	Number of DNP Hours per Semester	Allowed On-Demand Education Hours[4]
1	30 hours	10 hours out of the 30 can be on-demand hours
2	30 hours	10 hours out of the 30 can be on-demand hours
Checkpoint #1[5]	**60 (Total: at least 50 hours)**	
3	30 hours	10 hours out of the 30 can be on-demand hours
4	30 hours	9 hours out of the 30 can be on-demand hours
5	30 hours	9 hours out of the 30 can be on-demand hours
Checkpoint #2[2]	**90 (Total: at least 150 hours)**	
6	30 hours	9 hours out of the 30 can be on-demand hours
7	30 hours	9 hours out of the 30 can be on-demand hours
8	25 hours	9 hours out of the 25 can be on-demand hours
DNP 960	50$^{\diamond}$ hours	0 hours
DNP 961	35$^{\diamond}$ hours	0 hours
DNP 962	30$^{\diamond}$ hours	0 hours
	200 (Total: at least 350 hours)	

$^{\diamond}$Scholarly Project Hours cannot be accrued via on-demand webinars; they must be accrued via direct work on the Scholarly Project (e.g., meetings with Faculty Chair, Mentor, stakeholders, appraisal of the literature).

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[4] Total number of on-demand CE webinar hours allowed: *No more than 75 hours* TOTAL.

[5] DNP Hours focus on Program Outcomes for Checkpoints 1 and 2. When you start clinical courses, you will use your Typhon patient summaries as evidence for the Professional Role Competencies. The time associated with direct patient care cannot be included in DNP Hours.

DNP Hours Plan for Nurse Anesthesia BSN-DNP Program Option

- **Total** number of **DNP Hours** for Nurse Anesthesia students: At least **125** hours
- Number of DNP Hours at **Checkpoint 1: No minimum; see requirements below.**
- Number of DNP Hours at **Checkpoint 2: No minimum; see requirements below.**

Semester #	Number of DNP Hours per Semester	Allowed On-Demand Online Education Hours[6]
1	20 hours	5 hours out of the 22 can be on-demand hours
2	20 hours	5 hours out of the 22 can be on-demand hours
Checkpoint #1[7]	**At least 40 hours**	
3	16 hours[8]	0
4	10 hours	3 hours out of the 10 can be on-demand hours
5	9 hours	3 hours out of the 10 can be on-demand hours
Checkpoint #2[4]	**At least 35 hours**	
6[9]		
7 (AN 960)	25$^{\diamond}$ hours	0
8 (AN 961)	15$^{\diamond}$ hours	0
9 (AN 962)	15$^{\diamond}$ hours	0
Total Hours	**At least 55 hours**	
	125 hours	

$^{\diamond}$Scholarly Project Hours cannot be accrued via on-demand webinars; they must be accrued via direct work on the Scholarly Project (e.g., meetings with Faculty Chair, Mentor, stakeholders, appraisal of the literature).

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[6] Total number of on-demand/online CE webinar hours allowed.

[7] DNP Hours focus on Program Outcomes for Checkpoints 1 and 2.

[8] Per the Nurse Anesthesia Program Director, Nurse Anesthesia students should plan to complete the 16 shadowing hours between Semesters 3 and 4. Please refer to guidance from the CRNA program.

[9] When you start clinical courses, you can use your Typhon patient summaries as evidence for the COA Graduate Standards but cannot count any time for those Standards.

PROGRAM OPTION MODULES

There are separate modules within the DNP Hours Documentation "course" for each program option (e.g., Family NP, Nurse Anesthesia, Post-MSN, etc.). While all students in the "course" will be able to see all modules, including the Base Camp (information) module, only students enrolled in each specialty/program option (e.g., FNP) will be able to see the "assignments" within the module.

FINAL CHECKPOINT

The Final Checkpoint occurs approximately mid-way through your AN/DNP 962 semester. At that time, you will be required to submit these elements in the DNP Hours Documentation "course":

1. Final DNP Hours Table (Parts A [Program Outcomes], B [Professional Role Competencies or COA Graduate Standards], C [Scholarly Project Hours]) documenting all activities, including evidence and the date with the number of hours.
2. At least one (1) piece of evidence meeting/addressing all Program Outcomes.
3. At least one (1) piece of evidence meeting/addressing all Professional Role Competencies or COA Graduate Standards.
4. Final preceptor assessment and self-evaluations for all clinical/practicum courses.

Before the end of the semester, you will also submit these artifacts in the DNP Hours Documentation "course":

5. Annotated/Evaluated End of Program DNP Reflection (document).
6. Final Scholarly Project Executive Summary (document).
7. Scholarly Project Dissemination Presentation materials (e.g., PowerPoint or poster).

END OF PROGRAM DNP REFLECTION

The purpose of the **End of Program DNP Reflection** is to provide an opportunity for you to reflect on and synthesize activities and course content and describe the way(s) these things have contributed to your growth in the role of the doctorally-prepared advanced practice nurse. Within this reflection, you should describe the way(s) the identified activities contributed to your meeting/mastering the DNP program outcomes and the identified Student Success Skills (e.g., professionalism, technology, etc.).

The **End of Program DNP Reflection** will be evaluated by the Program Director or designee within AN/DNP 962 (Scholarly Project III) using a 4-point rubric, though there is no grade for the reflection, and it does not count toward your final grade in AN/DNP 962. Following evaluation, the reviewer will attach the annotated document in PDF format to a comment in the Grade Book. You are required to upload this evaluated/annotated document in the DNP Hours Documentation "course." You must earn a minimum average score of 3.0 for the Reflection in order to meet the requirements for the "assignment." The scale rankings are shown in Table 3.

Table 3.

Performance Levels for End of Program DNP Reflection

Performance Level	Point Value
Exemplary	4.0
Proficient	3.0
Developing	2.0
Insufficient	1.0

EVALUATION OF THE FINAL CHECKPOINT WORK

The reviewer will evaluate the submitted work to determine that:

A. The number of DNP Hours reported meets the program option requirements,
B. The evidence for all documented activities and/or events has been submitted,
C. There is evidence for all Program Outcomes and Professional Role Competencies and/or COA Graduate Standards (as warranted), and
D. The student has successfully completed the End of Program DNP Reflection.

For students who successfully meet the Final Checkpoint criteria, the reviewer will complete and sign the DNP Hours Completion Form. This form will be signed by the Program Director and uploaded in the DNP Hours Documentation "course" grade book for the student's files.

For students who are NOT successful in meeting all the Final Checkpoint criteria, the reviewer will provide the student with detailed feedback about the issues (or problems) and the requirements for a successful second attempt. The student will be given one (1) opportunity (i.e., second attempt) to resubmit the identified work (i.e., DNP Hours Table, End of Program DNP Reflection document).

DNP Hours Requirements by Program Option

The DNP Hours requirements vary between specialties/program options. Information specific to each option is provided below.

POST-MASTER'S DNP OPTION

At this time, Clarkson College is only accepting Post-Master's degree-seeking students who are certified in an APRN role. Verification of the student's prior post-baccalaureate faculty-supervised clinical hours is completed during the admission process via the **Clinical Hour Verification Form.** The student is required to submit/upload the Clinical Hour Verification Form to the appropriate "assignment" within the Canvas DNP Hours Documentation "course."

NOTE: Once verification of completed clinical hours from your master's degree or specialty certification program is complete, the Program Director or designee will notify you about the number of DNP Hours you will need to accrue during the DNP program. This process ensures the minimum number of **1,000 faculty-supervised DNP Hours** are met (Table 4).

Table 4.

Post-Master's Option Required DNP Hours

DNP HOURS CHECKPOINTS	NUMBER OF DNP HOURS REQUIRED/COMPLETED
Checkpoint #1: End of 2nd semester in the program	50
Checkpoint #2: End of 5th semester in the program	150
Final Checkpoint: Midway through DNP 962 (i.e., the last semester)	TBD
Total DNP Hours	**350 hours***

Note. *Students admitted with more than one specialty/nurse practitioner certification (i.e., at least 1,000 hours) will be required to accrue 125 DNP hours during the program. These students will have no minimum requirements for Checkpoints 1 or 2.

BSN-DNP OPTIONS

Students enrolled in the BSN to DNP Family Nurse Practitioner (FNP), Adult-Gerontology Acute Care Nurse Practitioner (AGACNP), and Psychiatric-Mental Health Nurse Practitioner (PMHNP) program options are required to complete at least 350 DNP Hours, which includes hours directly pertaining to the DNP Scholarly Project (Tables 5-8).

Table 5.

BSN to DNP: Family Nurse Practitioner (FNP) Option Required Clinical & DNP Hours

FNP COURSES	REQUIRED DNP HOURS	REQUIRED CLINICAL HOURS*	CUMULATIVE HOURS
NS 830 Advanced Physical Assessment	0	100	100
NS 832 Primary Health Care I	0	150	250
NS 840 Primary Care of Children and Adolescents	0	160	410
NS 842 Primary Care of Women	0	160	570
NS 844 Primary Health Care II	0	180	750
Checkpoint #1: End of 2nd semester in the program	At least 50 hours		800
Checkpoint #2: End of 5th semester in the program	At least a total of 150 hours		900
Final Checkpoint: Midway through DNP 962 (i.e., the last semester)	Scholarly Project Hours + DNP Hours needed to reach 1,100 total hours		1,100
Total Hours	**350**	**750**	**1,100**

Table 6.

BSN to DNP: Adult–Gerontology Acute Care Nurse Practitioner (AGACNP) Option Required Clinical & DNP Hours

AGACNP COURSES	REQUIRED DNP HOURS	REQUIRED CLINICAL HOURS*	CUMULATIVE HOURS
NS 830 Advanced Physical Assessment	**0**	**100**	**100**
NS 861 Introduction to Acute Care Concepts	**0**	**150**	**250**
NS 862 Applying Acute Care Concepts	**0**	**160**	**410**
NS 863 Complex Acute Care Concepts	**0**	**160**	**570**
NS 864 Advanced Acute Care Concepts	**0**	**180**	**750**
Checkpoint #1: End of 2nd semester in the program	At least 50 hours		**800**
Checkpoint #2: End of 5th semester in the program	At least a total of 150 hours		**900**
Final Checkpoint: Midway through DNP 962 (i.e., the last semester)	Scholarly Project Hours + DNP Hours needed to reach 1,100 total hours		**1,100**
Total Hours	**350**	**750**	**1,100**

Table 7.

BSN to DNP: Psychiatric-Mental Health Nurse Practitioner (PMHNP) Option Required Clinical & DNP Hours

P-MHNP COURSES	REQUIRED DNP HOURS	REQUIRED CLINICAL HOURS	CUMULATIVE HOURS
NS 830 Advanced Physical Assessment	0	100	100
NS 856 Intro to Psychiatric-Mental Health Nursing	0	150	250
NS 857 Application of Psychiatric-Mental Health Nursing Concepts	0	160	410
NS 858 Complex Psychiatric-Mental Health Nursing Concepts	0	160	570
NS 859 Advanced Psychiatric-Mental Health Nursing Concepts	0	180	750
Checkpoint #1: End of 2nd semester in the program	At least 50 hours		800
Checkpoint #2: End of 5th semester in the program	At least a total of 150 hours		900
Final Checkpoint: Midway through DNP 962 (i.e., the last semester)	Scholarly Project Hours + DNP Hours needed to reach 1,100 total hours		1,100
Total Hours	**350**	**750**	**1,100**

NURSE ANESTHESIA BSN-DNP OPTION

Students enrolled in the BSN to DNP Nurse Anesthesia program option are required to complete at least 125 DNP Hours, which includes 50 to 75 hours directly pertaining to the DNP Scholarly Project (Table 9).

Table 8.

BSN to DNP: Nurse Anesthesia (CRNA) Option Required Clinical & DNP Hours

NURSE ANESTHESIA COURSES	REQUIRED/COMPLETED DNP HOURS	REQUIRED CLINICAL HOURS
AN 951 Clinical Anesthesia Practicum I	**0**	2,000 post-baccalaureate faculty-supervised clinical hours will be completed in the Clinical Anesthesia Practicums
AN 952 Clinical Anesthesia Practicum II	**0**	
AN 953 Clinical Anesthesia Practicum III	**0**	
AN 954 Clinical Anesthesia Practicum IV	**0**	
Checkpoint #1: End of 2nd semester in the program	Completed DNP Hours	
Checkpoint #2: End of 5th semester in the program	Completed DNP Hours	
Final Checkpoint: Midway through DNP 962 (i.e., the last semester)	TBD	
Total Hours	**125 + 2,000** clinical hours	

DNP SCHOLARLY PROJECT INFORMATION

Completion of a DNP Scholarly Project is required for all DNP students. The Scholarly Project will be completed at the end of the DNP program over the course of three (3) dedicated courses (AN/DNP 960, AN/DNP 961, and AN/DNP 962) during which you work within a three-person team consisting of yourself, an appointed internal Faculty Chair, and a student-selected, approved External Subject-Area Expert/Mentor.

RESPONSIBILITES OF THE STUDENT
- Complete course requirements for the AN/DNP 960, AN/DNP 961, and AN/DNP 962
- Initiate communication as needed with the Faculty Project Chair and Subject-Area Expert/Mentor
- Plan ahead and complete assignments per due dates
- Proofread and ensure accuracy of APA and grammar prior to submitting all assignments

DNP SCHOLARLY PROJECT FACULTY CHAIR
The DNP Program Director and/or designee will appoint your internal DNP Project Faculty Chair at the beginning of the first DNP Scholarly Project course (i.e., AN/DNP 960). You will be notified via email.

The CRNA Program Director will appoint the DNP Scholarly Project Faculty Chair for the Nurse Anesthesia students.

The DNP Project Faculty Chair will maintain contact with the external subject-area expert mentor (see definition below) and is required to reach out to the Subject-Area Expert Mentor (SAEM) one (1) to two (2) times during the DNP Scholarly Project courses.

RESPONSIBILITIES OF THE FACULTY CHAIR
- Provide you with guidance and support for the entire project duration (i.e., throughout the 3 Scholarly Project courses).
- Provide information to you about site/organization approval and affiliation agreement specifications.
- Maintain contact with the Subject-Area Expert/Mentor one (1) to two (2) times during each of the Scholarly Project courses.
- Document each meeting with the Subject-Area Expert/Mentor on the Faculty Chair Checklist.
- Oversight of your Scholarly Project progress, including accrual of Scholarly Project Hours.
- Review all submitted/required course work.
- Attend your Dissemination Presentation during AN/DNP 962 live or via Zoom.
- Verify your report of Scholarly Project Hours at the end of each Scholarly Project course.

EXTERNAL SUBJECT-AREA EXPERT/MENTOR

It is your responsibility to identify, contact and secure an External Subject Area Expert/Mentor based on your interests, specialty area, and professional goals. The Mentor's qualifications should be considered relative to certification, licensure, and/or expertise in the field of interest that best matches your DNP Scholarly Project goals.

When possible, the Mentor should hold an advanced degree or qualifications specific to your DNP Scholarly Project topic and/or future practice. It is preferable that the Mentor holds a doctoral degree, but a doctorate is not a requirement, particularly when the Mentor comes from a focus area <u>outside</u> health care.

You should begin thinking of potential Mentors in DNP 948 (Evidence-Based Practice), which is a pre-requisite for AN/DNP 960. The Mentor will be approved at the beginning of AN/DNP 960. If necessary, the Program Director and/or designee can assist you as needed to identify a Mentor and will communicate with you regularly to secure this person. The Program Director and/or designee may assist you in securing an affiliation agreement with the site, if needed. Once you have identified a Mentor, the Mentor Approval Form should be completed and signed by the members of your DNP Scholarly Project Team. If your Mentor needs to be changed for any reason, **the full approval process must be repeated**.

RESPONSIBILITIES OF THE EXTERNAL SUBJECT AREA EXPERT MENTOR

- Provide information to you about obtaining site/organization approval and affiliation agreement specifications, if needed.
- Provide guidance, reflection, and insights to you about the Scholarly Project goals, particularly the challenges of initiating change in the selected practice setting.
- Meet with Faculty Chair.
- Contact faculty with problems, issues, or concerns.
- Attend your Dissemination Presentation.