



COLLEGE OF NURSING

**STUDENT/PRECEPTOR
CLINICAL HANDBOOK**

**MASTER OF SCIENCE IN NURSING-
NURSE MIDWIFERY**

DISTANCE LEARNING PROGRAMS

2009

Introduction

The University of Cincinnati College of Nursing faculty welcomes you to the Nurse-Midwifery clinical experience. We are very pleased to have you with us and anticipate an extremely productive and exciting experience.

This Student/Preceptor Clinical Handbook has been developed to help provide information about the Nurse-Midwifery clinical education experience. The clinical experiences in Nurse Midwifery are those in which the student will learn to integrate all the knowledge gained in the didactic courses. When enrolled in a clinical course, the student's clinical malpractice insurance is activated and the student is responsible for observing all the requirements in the Student/Preceptor Clinical Handbook. This handbook is used in conjunction with the University of Cincinnati Program Manual.

It is the student's responsibility to insure that a preceptor is available and has a full set of clinical evaluation forms prior to beginning any clinical work. These forms are available from the course faculty. The recommendation is the student become familiar with the guidelines for clinical practice at each site prior to beginning clinical work at the site.

During the clinical experience, the student will have a primary faculty member for the course in which she/he is enrolled. She will be available as needed and will initiate communication with the student and preceptor. Preceptors and students may also initiate communication with the course faculty as necessary. If the student is having difficulty that is not resolving, the policy is parties concerned address concerns to the course faculty. Course faculty will consult with the program director as needed.

The program director is Nancy Moss, CNM, PhD and is available through email at Nancy.Moss@uc.edu. The clinical site coordinator is Dora Jefferson-Gaynor and is available through email at Dora.Jefferson-Gaynor@uc.edu.

Pre-Clinical Experience Interview

Prior to each new clinical placement, the expectation is the student schedule a pre-clinical conference with the preceptor at the site.

During this interview, it is recommended the student and preceptor discusses the following:

- ___ The student's background and skills (developmental level), and areas the student has identified as needing special attention.
- ___ Review the core competencies for Nurse Midwifery.
- ___ The student's learning style and ways that the student has successfully learned in the past.

- ___ The preceptor's preferred learning style and the precepting style that will be used in the initial days of the clinical experience.
- ___ The need for an orientation period for the student. The student needs to observe the clinical areas (clinic, L&D, Postpartum, and Nursery) to get a feeling for the workings in these settings. The length of this orientation will vary depending on the student's familiarity with the setting.
- ___ Any dress requirements (students are required to wear UC picture ID at all times.)
- ___ The mechanism by which the student communicate with the preceptor if illness or emergency necessitate a missed clinical day.
- ___ The practice guidelines for the Nurse Midwifery.
- ___ The student's clinical schedule and the needs of the site. Include a review of the appropriate didactic requirements and the consequences if this work is not completed in a timely fashion.
- ___ The beginning clinical assignment. Beginning clinical assignments will be in Primary Care for Women. The length of time needed by the student to feel comfortable in the new role will vary greatly. It is up to the individual student and preceptor to design the clinical experience that best meets their needs.
- ___ The expectation is the preceptor be clear with the student about the expectations regarding physician and other consultations.
- ___ Any special considerations in dealing with hospital, clinic personnel, or clients.
- ___ Any expectations for attendance at staff meetings, case review, grand rounds or other department functions.

This is the appropriate time for the student and/or preceptor to express any concerns either may have regarding the clinical experience.

Administrative Requirements for Preceptors

- Preceptor Application Packet
 - All preceptors please complete an application packet and submit the following
 - A current copy of a CV or resume
 - A copy of license to practice
 - A copy of certification
 - Evidence of continuing professional development

- Preceptor Qualifications
Qualifications are outlined below
 - Certified as a midwife by the American College of Nurse Midwives (ACNM), or the ACNM Credentialing Corporation (ACC) or the American Midwifery Certification Board (AMCB)
 - Master's degree or higher
 - One year of clinical experience
 - License to practice in the jurisdiction of their employment
 - Certification of educational preparation for clinical teaching*
 - ** If you do not have certification of your educational preparation for clinical teaching, the College of Nursing Nurse Midwifery Preceptor Training is available at <http://www.nursing.uc.edu/nursemidwifery/preceptortraining/>
- Affiliation Agreements
A letter of agreement will be faxed to all preceptors. If your clinical site requires an additional educational affiliation agreement, please let the student know as soon as possible so our clinical site coordinator can initiate the process. The Nurse Midwifery Distance Learning Program has a standard educational affiliation agreement approved by UC's Office of General Council. The process of getting the educational affiliation agreements approved and executed can take a month or two so please start the process early. Most health care organizations such as hospitals will require an educational affiliation agreement.

All clinical sites where the preceptors practice must have approved affiliation agreements with the University of Cincinnati, College of Nursing. Contact the clinical site coordinator, Dora Jefferson-Gaynor at 513-558-2969 or Dora.Jefferson-Gaynor@uc.edu for details. **Agreements take time to be approved and executable, allow for ample time.**

Nurse-Midwifery Program Purpose

1. Prepare safe, beginning-level nurse-midwives within the context of advanced nursing practice roles, whose skills and knowledge meet the *ACNM Core Competencies for Nurse-Midwifery Practice* and who are eligible for Certification by the American College of Nurse-Midwives Certification Council, Inc.
2. Prepare nurse-midwives to function effectively in multidisciplinary health care teams, with awareness of the social, political, and financial environment of health care systems.
3. Prepare nurse-midwives to contribute to research in nurse-midwifery to provide leadership in women's health care, and to assume professional responsibility for participation in nurse-midwifery education.
4. Increase the numbers of practicing master's prepared certified nurse-midwives in the United States
5. Prepare nurse-midwives equipped to accept the responsibilities of the profession.

Program Objectives

The program objectives of the Nurse Midwifery are as follows. By the completion of the program, the student is expected to:

1. Integrate theoretical perspectives from nursing science and related sciences as a framework for planning holistic care to enhance, modify, or support the health patterns of client systems in various environmental contexts.
2. Demonstrate competence in nurse-midwifery with focus on nurse-midwifery interventions and evaluation of outcomes for defined client systems.
3. Demonstrate critical thinking and effective communication skills for nurse-midwifery practice as part of a multidisciplinary team within various environmental contexts.
4. Design programs for defined client system(s) in health promotion maintenance, restoration and palliation within a framework of community focused nurse-midwifery practice.
5. Engage in scholarly inquiry to clarify and refine nurse-midwifery practice.
6. Demonstrate professional roles to operationalize standards of care and to influence reasoned change in nurse-midwifery practice.
7. Participate in the political process to influence health and social policy.
8. Analyze implications of legal, ethical, and financial accountability from the perspective of nurse-midwifery practice and within various environmental contexts.
9. Exhibit a commitment to excellence in nurse-midwifery practice and to advancement of the disciplines of nursing and midwifery.

Philosophy and Mission Statement of the Nurse Midwifery Program

The Nurse-Midwifery Faculty accepts and endorses the Philosophy of the University of Cincinnati, College of Nursing. The concepts of human beings, society, health, nursing, learning, and nursing education are explicated through an adaptation framework that supports a holistic view of individuals and critical analysis of the environmental influences on them.

The Nurse-Midwifery Faculty also accepts and endorses the Philosophy of the American College of Nurse-Midwives. We believe that nurse-midwifery focuses on the health care management of essentially healthy women and their families during the childbearing years and on women's health care needs throughout life. Central to nurse-midwifery practice is assisting clients to maintain optimal health through self-care practices. Client education, support, and advocacy are fundamental means through which clients can achieve self-determination and healthy lifestyles.

We believe that nurse-midwifery is based on a professional nursing background that reflects sensitivity to the diagnosis and treatment of human responses to normal life changes as well as to actual and potential health problems. In its focus on the care of essentially healthy individuals, nurse-midwifery has the opportunity to promote client adaptation to normal life events and to identify and reduce factors that inhibit adaptive processes.

We believe in the right to safe, sensitive health care with client choice in the selection and utilization of health resources. A system that provides for collaboration with and referral to other health care providers enhances the safety and continuity of care that nurse-midwives offer to their clients.

The practice of nurse-midwifery requires synthesis of knowledge from nursing and other disciplines. We believe that nurse-midwives remain committed to the development and extension of a nurse-midwifery knowledge base through research. Competency in utilizing a clinical inquiry approach to practice situations is a hallmark of graduate preparation for nurse-midwives. The professional commitment of nurse-midwives to society mandates safe and competent health care management according to the Standards of Practice as established by the American College of Nurse-Midwives. This is best achieved through mechanisms that evaluate professional competency with adaptive client outcomes as the practice goal.

As adult learners and professional nurses, nurse-midwifery students possess varied knowledge bases and experiential backgrounds. Flexibility in meeting learning needs is enhanced through a modular curriculum and planned clinical experiences that are individualized to each student's needs. These educational methods promote the development of critical thinking and encourage students to be self-directed, self-evaluative, and self-corrective learners throughout life.

Clinical Experiences

During the clinical component of the Nurse Midwifery Education Program, the University of Cincinnati, College of Nursing professionally insures the student for work as a nurse midwifery student. In order to insure that the proper amount of risk management is met, the **student may not:**

*Do any clinical at any site with a nurse midwife or other practitioner or any health care provider unless the site has an affiliation agreement with the College of Nursing. If the student has any questions about this, please contact the clinical site coordinator, Dora Jefferson-Gaynor at Dora.Jefferson-Gaynor@uc.edu or 513-558-2969.

*Work as a Labor and Delivery Nurse in the same L&D unit where the student is simultaneously doing clinicals. There is an obvious challenge to the student in terms of role transition, and this blending of roles puts the College of Nursing at risk in terms of liability. The student may work in a separate postpartum unit, nursery, antenatal testing area or other area in the hospital.

*Work as a practitioner in the same clinic or unit where the student is doing clinical work as a student in his/her education program.

*Work in any capacity, requiring client care, in a birth center or home practice while doing clinical in that practice.

When working as a staff nurse or health practitioner student or practitioner in any setting where the student is known as a student nurse midwife, it is the student's responsibility to practice within the scope of the student's nursing license. The student must not assume any additional responsibilities based on the student's enrollment in the Nurse Midwifery Education Program or based on the student's advanced knowledge base. This includes any practice of midwifery outside the student experience.

ANY VIOLATION OF THE ABOVE POLICIES WILL MEAN DISMISSAL FROM THE NURSE MIDWIFERY EDUCATION PROGRAM.

Students are encouraged to make the most of each clinical experience. The normal ratio of clinical hours to course hours is 3:1; therefore for 4 hours of graduate credit for clinical experience, 12 clock hours will be spent in the clinical environment. This allows time for course work and adequate time to integrate didactic work and clinical skills. The marriage of practice and theory is the hallmark of the nurse midwifery clinical practicum.

Clinical Supervision

It is recommended that the preceptors adjust their level of supervision to the student's level of development. Please use the Preceptor Training Course for guidance in this area.

When there is not opportunity for CNM supervision of students for such tasks as well woman or newborn care, the student may be precepted by a Nurse Practitioner in a site where the College of Nursing has a current affiliation agreement.

Students may get extra suturing experience with physician supervision.

Clinical Problem Resolution

It is vitally important that the course faculty be involved from the beginning of the problem identification and resolution process. The course faculty is responsible for notifying the Program Director of the situation and ongoing progress/resolution. It is also vital that the student's written evaluations reflect the preceptor's or student's concerns.

The students must continue to be present for clinical assignments while the process of problem resolution takes place. Any student who fails to be present for a clinical session, without the expressed written permission of the program director will be suspended from the program. In the case of unsafe practices, the preceptor will notify the course faculty who will intervene immediately.

Intervene early and call the course faculty with any concerns. Early intervention increases the chance of a successful resolution of clinical problems. Document all concerns.

Record Keeping and Typhon

The student is required to keep a complete and accurate record of clinical experiences. Since the student may be asked to pull a chart, it is necessary that the student's record keeping include the client's initials.

Students will be required to enter their clinical experiences into Typhon. The web address is www.typhongroup.net/uc. Each student will be entered into the Typhon system which will generate an email to the student with a username and password. At the beginning each clinical course, the preceptor and clinical site will be added. Students are highly encouraged to review the in-service training programs provided by Typhon.

Clinical Badge ID

A clinical badge ID is required to enter all clinical sites. It must be worn at all times. A request for a student clinical badge ID must be initiated by the student via email to Dora Jefferson-Gaynor, Clinical Site Coordinator. Please make a request via email by attaching a recent digital (head shot with shoulders) photograph of yourself and a copy of your driver's license to Dora Jefferson-Gaynor at Dora.Jefferson-Gaynor@uc.edu. Please be sure to include the mailing address for the shipping of your ID badge. Please be sure to send this information to Karen ASAP in order to allow plenty of processing and delivery time before you begin your clinical course.

Clinical Evaluation

The College of Nursing is highly invested in the formative evaluation process for students in clinical. The clinical evaluation process is a very important process requiring **timely, written, objective documentation**. This means:

It is recommended that each clinical session start with a review of the student's needs for the day and the preceptor's expectations for that clinical session. Followed by a selection of appropriate clients for the student.

At the end of each day or birth, the expectation is the preceptor and student conference to review the day, complete the evaluation forms, and plan for the next session.

If any questions arise about the content of any clinical activity, the student and/or preceptor refer to the delineation of each clinical evaluation sheet where specific clinical behaviors are outlined.

The student is required to have the formative evaluation form at each clinical session. The summative evaluation form will be required to be submitted at the midterm and final. Failure to provide the preceptor with a completed daily evaluation at the end of each session can have serious consequences.

At the beginning of each clinical course, the student and preceptor will be sent an email that contains 1) a course syllabus, 2) formative evaluation form and 3) summative evaluation form, and 4) clinical skills check list. Formative evaluations need to be faxed weekly to the course instructor and summative evaluations need to be faxed at the end of the first 5 week and then at the end of the quarter to the course faculty.

When the student's clinical evaluation sheets are completed in their entirety and are received by the course faculty, the course faculty will give the student a clinical grade for the final clinical course. No grade will be awarded until all evaluations are submitted and all the numbers are documented.

The completion of the course work, the completion of the student's clinical experiences and the assignment of the clinical grade are required for the student to write the comprehensive examination.

Incident Report

Any occurrence involving an incident report, or any situation, in which the student has potential liability, must be reported within 24 hours to the course faculty. The course faculty is responsible for notifying the Program Director of the situation and ongoing progress/resolution. Until the student has discussed the incident with the course faculty, the student is required to refrain from discussing the incident with other students, staff, or adjunct faculty. The student is further advised to avoid making statements while in a highly emotional state. Please seek the advice of the course faculty and Program Director as early as possible.

Malpractice Insurance

Students will be covered under the University of Cincinnati's comprehensive program of self-insurance and commercially purchased insurance. The malpractice insurance is in effect during the enrollment of a clinical course. The clinical site coordinator can provide a copy of the insurance verification if necessary.

Clinical Courses

The nurse-midwifery courses are taught through a series of sequential didactic and clinical courses. Each clinical course must be completed in sequence as each course builds on the knowledge and skills of previous learning.

Once a student begins her/his clinical courses the commitment must be to full time studies until completed. These courses are based upon the concepts and theories of adult learning. A student who is unable to complete the course requirements in the time allotted may be allowed extra time to complete the course requirements. This decision is at the discretion of the course faculty and the program director. A written contract will be prepared with the student, faculty, and clinical preceptor (as needed) to identify the objectives and time limits for completion. If the student is unable to achieve the objectives of the contract (and course) in the arranged time, the student will not be allowed to continue in the program. In the presence of unusual circumstances, a grade of "incomplete" may be recorded.

- **Primary Care of Episodic Illness for Women – 90 clinical hours**

This course develops a foundation for nurse-midwifery students to provide primary care for women. Emphasis is placed on developing critical thinking skills for application within the nurse midwifery's health management process in Primary Care. Some of the topics include immunizations, antibiotics, substance abuse, headache, anemias, endocrine, gastrointestinal, musculoskeletal conditions, and dermatology.

**An acceptable preceptor for Primary Care includes a Certified Women's Health Nurse Practitioner (WHNP), Certified Nurse Practitioner (NP) of any kind, Certified Nurse Midwife (CNM), medical doctor (MD), physician assistant (PA), or a doctor of osteopathic medicine (DO).

- **Nurse Midwifery I – 150 clinical hours**

This course, the first in a series of four sequential courses of didactic and clinical content, lays the foundation for the nurse-midwifery management process and for women across the lifespan and prepares students to assume professional practice roles and responsibilities in managing common health pattern variations pertaining to primary care, gynecological and ante partum care. Emphasis is on family-centered, community-based health care for diverse client systems. Some of the topics include well women care, antepartum care, nurse-midwifery management of antepartum care – the mother and fetal assessment, pelvic adequacy, and the history of midwifery.

- **Nurse Midwifery II – 240 clinical hours**

This course, the second in a sequence of four, prepares the student to assume professional practice roles and responsibilities in managing common health pattern variation during pregnancy, parturition, and the care of the normal neonate. Students use scholarly inquiry to further develop their practice. Some of the topics include antepartum complications, obstetrical complications, management in intrapartum, women and infants with HIV/AIDS, women and violence, well women care, and high risk complications.

- **Nurse Midwifery III – 270 clinical hours**

This course, the third in a sequence of four, prepares the student to assume professional practice roles and responsibilities in the care of women with common health pattern variations pertaining to normal and at-risk pregnancy and parturition, normal and at-risk neonates. Emphasis is placed on the collaborative management of interventions to achieve desired outcomes during the postpartum period. Research related to at-risk client systems is applied. Some of the topics include management of the care of the neonate, management of common intrapartal complications, obstetrical emergencies, and labor at risk, clinical management of common postpartal complications and clinical management of common neonatal complications.

- **Nurse Midwifery IV – 270 clinical hours**

This course, the last in a sequence of four, prepares the student for the fully integrated practice of nurse-midwifery. The social, political, legal, ethical, economic and financial factors that affect nurse-midwifery practice are analyzed. Some of the topics include history, political and economic context of nurse-midwifery, the American College of Nurse-Midwives, maternal-child health care legislation, health care management, and advanced professional role responsibilities.

At the beginning of each clinical course, the student and preceptor will be sent an email that contains 1) a course syllabus, 2) formative evaluation form and 3) summative evaluation form, and 4) clinical skills check list. Formative evaluations need to be faxed weekly to the course instructor and summative evaluations need to be faxed at the end of the first 5 week and then at the end of the quarter to the course faculty.

Preceptor Payment Plan

Preceptors for the nurse midwifery program are paid at the completion of each clinical course. Payment is based on the clinical credit hours for each course. Payment can be paid to you as the preceptor or to your clinical office/nurse midwifery group.

Course	Clinical Credit Hours	Rate	Total
Primary Care	2	\$156.00	\$312.00
Nurse-Midwifery I	5	\$156.00	\$780.00
Nurse-Midwifery II	8	\$156.00	\$1248.00
Nurse-Midwifery III	9	\$156.00	\$1404.00
Nurse-Midwifery IV	8	\$156.00	\$1248.00

In order to process payment, we will need the following forms faxed to the clinical site coordinator at 513-558-6417.

- Preceptor Payment Request Form
- Limited Services Engagement Form

These forms will be provided to you by the clinical site coordinator at the end of the clinical course. If you have any questions on the payment process, please work with the clinical site coordinator, Dora Jefferson-Gaynor 513-558-2969 or Dora.Jefferson-Gaynor@uc.edu.

Clinical Experiences

By Nurse Midwifery IV, the student is expected to master, at a safe beginning level, the Core Competencies of the American College of Nurse Midwives. These competencies are in the student's orientation packet from the American College of Nurse Midwives.

Clinical sites are required for accreditation to provide an average number of specific experiences. For accreditation purposes, the average number of clinical experiences provided by a site for students are listed below and provide a guideline for determining sufficiency as the minimum numbers per student:

- * 10 preconception care visits
- * 15 new antepartum visits
- * 70 return antepartum visits
- * 20 labor management experiences
- * 20 births
- * 20 newborn assessments
- * 10 breastfeeding support visits
- * 20 postpartum visits (0-5 days)
- * 15 postpartum visits (4-8 weeks)
- * primary care visits:
 - * 40 common health problems
 - * 20 family planning visits
 - * 20 gynecologic visits
 - * 20 perimenopausal/postmenopausal visits

It is the student's responsibility to keep track of their experiences and enter their experiences into the Typhon Clinical log system by the end of each clinical rotation. The Nurse Midwifery Education Program provides clinical evaluation forms for the evaluation of their clinical facilities.

Advanced Practice Skills

Students are welcome to observe advanced practice skills, but risk management prevents the student from practicing these skills. Some examples of advanced practice skills that students are to observe only are:

- * Vacuum assisted deliveries
- * Forcep deliveries
- * Ultrasound
- * Colposcopy
- * Repair of 4th degree lacerations
- * Circumcisions

- * Cesarean Sections
- * Intrauterine version

The student must have in-the room supervision for all births. As the student becomes more advanced, this may only entail the preceptor's quiet presence in a corner of the room, but the preceptors's presence is required.

Record Keeping

The ACNM and others have wonderful **delivery log** books that allow the student to record deliveries and interesting details of the experience. Many nurse midwives keep these delivery records throughout their career and they make interesting retirement reading! Students are expected to maintain a delivery log of their deliveries in addition to entering them into the Typhon system.

Clinical Attendance

Students are expected to attend all clinical experiences as scheduled by the faculty or clinical preceptor. The number of hours per week designated as clinical time is found in the Course Information Sheet for each course.

Students unable to attend a scheduled clinical experience due to illness or other reason must notify the course faculty/facilitator and clinical preceptor as far in advance as possible.

Clinical Grading

The components of the grade for each course are stated in the Course Outline in each course.

The final grade in each course is based on a grading scale of:

- 940-1000 points = A
- 900-939 points = A-
- 870-899 points = B+
- 840-869 points = B
- 800-839 points = B-
- 770-799 points = C+ (799 points and below requires repeating the course)
- 700-769 points = C

A grade of 800 points or higher is necessary to pass this course. In other words, a grade of 799 points or below requires repeating the course.

Professional Organizations

The mission of the American College of Nurse-Midwives (ACNM) is to promote the health and well-being of women and newborns within their families and communities through the development and support of the profession of midwifery as practiced by certified nurse-midwives and certified midwives.

The ACME, Accreditation Commission for Midwifery Education accredits nurse-midwifery educational programs. The University of Cincinnati has acquired accreditation status for the Nurse-Midwifery Program. Students need to become familiar with their professional organization and the official documents which define, guide, and direct their practice.

Student membership in ACNM is \$125 per year which includes subscriptions to the Journal of Midwifery and Women's Health and Quickening. Membership is not mandatory, but is strongly encouraged.

Students are also encouraged to attend the ACNM Annual Meetings. See the www.acnm.org website for details. The annual meetings could be a very good place for students to network to find preceptors for their clinical practicum experiences.

ACNM 54 th Annual Meeting & Exhibit	May 22 – May 27, 2009 Seattle, WA
ACNM 55 th Annual Meeting & Exhibit	June 11 – June 17, 2010 Washington, DC
ACNM 56 th Annual Meeting & Exhibit	May 27 – June 1, 2011 San Antonio, TX