

**Dual Doctor of Nursing Practice (DNP)  
Program  
Clinical Scholarly Project Guidelines  
2020-2021**

*A Dual Program of the  
University of North Carolina, Charlotte  
and Western Carolina University*



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## DNP CLINICAL SCHOLARLY PROJECT GUIDELINES

DNP Students are required to complete a clinical scholarly project in order to meet the program's requirement and be eligible for graduation. The DNP Scholarly Project is a project that brings together the practice and scholarship aspects of the Doctor of Nursing Practice degree. It is designed to address complex practice issues that affect groups of patients, health care organizations, or health care systems utilizing informatics, technology, and in-depth knowledge of the clinical and behavioral sciences. The clinical scholarship required in the DNP Scholarly Project reflects mastery and competency in the student's area of expertise.

According to the American Association of Colleges of Nursing Essentials of Doctoral Education for Advanced Nursing Practice (2006):

The DNP primarily involves mastery of an advanced specialty within nursing practice. Therefore, other methods must be used to distinguish the achievement of that mastery. Unlike a dissertation, the work may take a number of forms. One example of a final DNP product is a practice change initiative. This may be represented by a pilot study, a program evaluation, a quality improvement project, or an evaluation of a new practice model.

The Final DNP Project provides an opportunity for the student to integrate their new skills into practice and to demonstrate many of the principles of nursing scholarship and the competencies delineated in the *DNP Essentials*. The integration of these new or refined skills improves outcomes through organizational/systems leadership, quality improvement processes, and the translation of evidence into practice.

All DNP Projects should:

- Focus on a change that impacts healthcare outcomes either through direct or indirect care.
- Have systems (micro-, meso-, or macro- level) or population/aggregate focus.
- Demonstrate implementation in the appropriate arena or area of practice.
- Include a plan for sustainability (e.g. financial, systems or political realities, not only theoretical abstractions).
- Include an evaluation of processes and/or outcomes (formative or summative). DNP Projects should be designed so that processes and/or outcomes will be evaluated to guide practice and policy. Clinical significance is as important in guiding practice as statistical significance is in evaluating research.
- Provide a foundation for future practice scholarship

The final DNP project produces a tangible and deliverable academic product that is derived from the practice immersion experience and is reviewed and evaluated by an academic committee. The final DNP product documents outcomes of the student's educational experiences, provides a measurable medium for evaluating the immersion experience, and summarizes the student's growth in knowledge and expertise. The final DNP product should be defined by the academic unit and utilize a form that best incorporates the requirements of the specialty and the institution that is awarding the degree. Whatever form the final DNP product takes, it will serve as a foundation for future scholarly practice. (p. 11)

Each of the Clinical Residency courses serves to facilitate the development of the Clinical Scholarly Project. The Scholarly Project Committee evaluates the project for satisfactory progress and completion, which includes a scholarly presentation and poster presentation at a regional, state, or national conference or an article for publication in a peer-reviewed journal. Students may choose to work in private practices, clinics, inpatient units, hospital systems, and other institutions and communities in the assessment, planning, implementation, and evaluation of outcomes of the DNP Scholarly project.

The student, the practice setting, and the student's DNP Scholarly Project Committee must jointly agree upon the scholarly initiative. The student must complete any required IRB approvals prior to implementing the project. A brief description of the Clinical Residency course activities facilitating the DNP Scholarly Project follows:

- **Clinical Residency and Project Development I:** Course content focuses on the following:
  - Development of Topic
  - Establishment of PICOT question
  - Needs Assessment
  - Abbreviated Review of Literature
  
- **Clinical Residency and Project Development II:** Course content focuses on the following:
  - Developing a proposal
  - IRB Process – CITI Training
  - Comprehensive Review of Literature
  
- **Clinical Residency and Project Development III:** Course content focuses on the following:
  - Steps for project implementation
  - Documenting outcomes of DNP Scholarly Project.
  - DNP role development
  
- **Clinical Residency and Project Development IV:** Course content focuses on the following:
  - Steps for writing the final project
  - Strategies and processes for disseminating information including steps in preparing a manuscript and public presentations

## SELECTION OF DNP CLINICAL SCHOLARLY PROJECT CHAIR AND COMMITTEE

The DNP Scholarly project begins with the selection of the committee that will be guiding the project. Selection of the committee chair occurs early in the first semester of the program. Additional members will be selected by the end of the first semester. The DNP Scholarly Project Committee evaluates the progression of the student through the project process. The student and committee will meet at least once during each semester, either at the on-campus immersions, via electronic media formats such as Skype, GoToMeeting, or other distance formats agreed upon by the Chair, committee members, and student. A DNP Project Checklist may assist the student and chair in meeting required milestones (Appendix K).

The DNP Scholarly Project is guided by the DNP Scholarly Project Committee. The student is responsible for:

- Choosing the committee members with input from his/her chair during the initial semester of enrollment.
- The composition of the DNP Scholarly Project committee is expected to include a minimum of one doctoral prepared (PhD, DNP, MD or any other doctoral prepared individual) regular faculty member with graduate status from either the UNC Charlotte or WCU School of Nursing, and a clinical expert/preceptor from the practice area, who is also doctoral prepared. The chair must come from the student's admitting university. UNC Charlotte requires one additional faculty member that is appointed by the graduate school.
  - Western Carolina University Members:
    - Chair
    - Co-Chair/SON Committee Member
    - Clinical Expert
  - UNC Charlotte Committee Members:
    - Chair
    - Co-Chair/SON Committee Member
    - Clinical Expert
    - Graduate Faculty Representative

The Committee is responsible for:

- Guiding the student through the project planning, implementation, and evaluation.
- Determining the successful completion of the project requirements. Failure to successfully complete the DNP scholarly project more than twice will result in termination from the program.

As stated above, a DNP project requires a doctoral prepared nursing faculty member to serve as the committee chair and a working professional with a doctorate (DNP, PhD, DO, MD, etc.) to serve as a clinical expert. Students at UNC Charlotte must have a 4<sup>th</sup> committee member, who is doctoral-prepared and from outside the School of Nursing. Committees may have one additional faculty member from the SON to serve as a second reader/co-chair. The DNP Clinical Scholarly Project is conducted under the direction of a project chair. The project chair helps the student ensure that the content, conduct, and form of the project are acceptable to the profession of nursing, the School of Nursing, and the Graduate School of the University. The student cannot graduate without the committee's approval of the completed project. The student has the privilege - and the responsibility - of selecting a project chair appropriate to his or her project. The student will work closely with the project chair; therefore, a personal as well as a professional "fit" is beneficial. The student's peers, academic advisor, or other faculty member may help guide the student to an appropriate person who might be willing to serve as project chair. In asking a faculty member to be a project chair, it is helpful for the student to understand that from the faculty point of view, the job of the project chair is intensely time-consuming and requires considerable expertise in the area being examined, or the preferred methodology. Therefore, faculty members may decline a request to serve because they cannot offer the student the time or the expertise that is needed. Once a student has selected a project chair, the student will meet with the chair to:

- Discuss and agree on the nature of the project or study.
- Negotiate a timeline of activities to be completed.
- Identify and mutually agree upon additional committee members the student might approach.
- Outline role responsibilities for all committee members once full committee is formed.
- Review the DNP Clinical Scholarly Project Guidelines Handbook.

The student should now approach the committee members to obtain their commitment to serve on the committee. After the project chair and committee member(s) have agreed to serve, it is the student's responsibility to:

- Obtain all signatures on the appropriate approval forms: Appointment of Doctoral Project Committee (Appendix A), the four (4) Clinical Residency and Project Development Learning Contracts (Appendix L), and the Dissemination Activity Agreement (Appendix F).
- Submit the completed forms to the course faculty and/or the DNP Program Coordinator/Director.

## CHANGES IN DNP CLINICAL SCHOLARLY PROJECT CHAIR/COMMITTEE MEMBERS

In some cases, it is necessary or advisable for the student to select a different project chair and/or committee member(s). If any changes are made, a new approval form for the DNP Clinical Scholarly project committee must be signed and submitted as described above. The most current approval form serves as the official record. It is the student's responsibility to obtain the signatures and submit the forms to the DNP Program Coordinator/Director.

A change in the project chair may involve delays because the new project chair's perspectives may differ from those of the former project chair. To avoid changes due to faculty resignation or retirement, the student is urged to complete the project in a timely manner. In some cases, the student may elect to change the project chair; the student should carefully weigh the advantages and disadvantages of such a change and choose the route that will be most beneficial for the completion of his or her degree requirements and professional goals. Please refer to the DNP Student Handbook for further instruction regarding terminating the relationship with the DNP committee chair.

## STEPS AND TIMELINE FOR DNP CLINICAL SCHOLARLY PROJECT COMPLETION AND WORK WITH COMMITTEE

Each semester, students are expected to work with their committee to reach certain milestones in completing their Scholarly Project in order to graduate on time. The milestones are as follows.

- First Semester
  - Selection of committee chair
  - Selection of committee members (submission to Graduate School)
  - Topic approval by chair and committee (submission to Graduate School)
- Second Semester
  - Presentation of Scholarly Project proposal
- Third Semester
  - IRB preparation and submission
- Fourth semester
  - Project Implementation
- Fifth Semester
  - Presentation of Scholarly Project
  - Submission of Scholarly Project to Graduate School (check academic calendar of home institution to see submission deadlines)

Explanation of the steps:

1. **Topic Approval.** Students make an oral and written presentation to the DNP Scholarly Project Committee for approval and feasibility of their topic. Student must provide a power point presentation describing the key components of the project topic at the end of the first semester (Appendix C). If a student fails to pass the oral presentation, the committee and the student will develop a remediation plan.
2. **Presentation and Approval of Project Proposal.** Students submit a written proposal to their committee at least two weeks in advance of the oral presentation. Students make a formal presentation to their committee of their scholarly project proposal [Appendix D; [Proposal Defense Form](#) (Appendix G)]. A student is allowed a second attempt to present their proposal to the committee if they are unsuccessful the first time. Failing the proposal on the second attempt will result in dismissal from the program.
3. **IRB Approval.** The student works with their chair to secure IRB approval from the appropriate institutions. Typically, IRB approval at the institution where the project will occur is the first step followed by approval at the admitting university.
4. **Presentation and Approval of Scholarly Project.** Students submit their completed written project to their committee at least three weeks in advance of an oral presentation. Students make a formal public presentation to their committee and invited guests of their Scholarly Project Final Defense [Appendix E; [Final Defense Report](#) (Appendix H); [Dissertation Submission/ETD form](#) (Appendix I)]. The process for scheduling and announcing the presentation will vary by campus. If a faculty member cannot attend, the student will provide the [Approval of Remote Committee Form](#) for their signature. A student is allowed a second attempt to defend their project to the committee if they are unsuccessful the first time. Failing the final presentation on the second attempt will result in dismissal from the program.
  - A. Write the final scholarly project following the outline in Appendix B (Guidelines for DNP Scholarly Project)
  - B. Schedule the public presentation of the scholarly project to the Committee and invited guests at least 2 weeks prior to the deadline for final submission to the Graduate School. Check the campus academic calendar for deadlines.
  - C. Students will complete the Dissemination Agreement (Appendix F) and disseminate the results of their project at a regional, state, or national conference.

## DNP CLINICAL SCHOLARLY PROJECT REGISTRATION

Milestones and completion of the DNP Clinical Scholarly Project are achieved in 4 Clinical Residency and Project Planning Courses. Students will be registered for Clinical Residency and Project Planning I (NUDN 8441/ NSG 883) during their first semester of the first year in the full-time plan of study, or during the first semester of the second year in the part-time plan of study. Students will register for the subsequent courses (NUDN 8442, 8443, 8444/ NSG 884, 885, 886) each following semester with the exception of summer term. Should the student fail to meet project milestones in a given course, or need to withdraw from one of the Clinical Residency courses, the student will need to seek approval from the committee chair, course instructor, and the DNP Program Director to outline a new plan of action for project completion.

## PROTECTION OF HUMAN SUBJECTS

If the proposed study involves any research with human or animal subjects, or the records of humans (e.g., medical charts, questionnaires, death records, computer databases for humans, etc.) written approval by the IRB or designated official(s) of the involved agency/agencies (e.g., the hospital or other setting in which the research will be conducted) must be obtained. Once approval from the project site is obtained, the student must obtain the approval of the pertinent University's Review Board, IRB for human subjects or IACUC for animals. While it is a good idea to seek informal approval from the agencies before you submit the final proposal to your project chair (so that you will know whether it is feasible to conduct your research at the desired agency), you may NOT seek formal written approval from any agency until AFTER the project chair has given you approval to do so. You may not seek University IRB approval, which also requires external agency approval, until after the project chair's approval and faculty committee approval of the proposed project.

Content related to the completion of IRB approval and required CITI training is provided during Clinical Residency and Project Development II (NUDN 8442/ NSG 884). The committee chair will be responsible for giving the student final approval to submit their proposal to the IRB for review during the summer semester upon completion of NUDN 8442/NSG 884 and the associated project milestones.

The guidelines and forms for the University IRB application are available from the [WCU Office of Research](#) and the [UNC Charlotte Office of Research and Economic Development](#). All forms, procedures and resources can be accessed from these pages. Read and follow the instructions carefully. (Note that you should NOT submit your entire Preliminary Project proposal; instead, follow the directions on the application.)

Note that ALL research involving human or animal subjects, including research that is "exempt" from full IRB review, must be approved by the IRB prior to collection of data. Human subjects, including pilot study subjects, may NOT be approached for the study before IRB approval is obtained. Plan appropriately for time. If several agencies in addition to the University's IRB are involved, the process can be very time-consuming. Each institution has its own rules and timelines regarding approval of research proposals.

## DNP CLINICAL SCHOLARLY PROJECT DEVELOPMENT AND COMPLETION

The DNP Clinical Scholarly Project is a scholarly endeavor and must be of a quality appropriate for a public dissemination activity. Students will disseminate the results of their project at a regional, state, or national conference.

The Clinical Scholarly Project is a culmination of knowledge gained through the DNP coursework. Students have the opportunity to focus their project with support from coursework related to the evidence-based care, health policy, informatics, economics, and leadership in the healthcare arena. It is expected that students will collaborate with community stakeholders to influence health care quality and negotiate successful change in care delivery processes for individuals, groups, or populations across a broad spectrum of healthcare delivery systems. The project should exemplify advanced clinical judgment and expertise in a defined content area; critical thinking and accountability in designing, delivering, and/or evaluating evidence-based care to improve health care quality, safety, and outcomes; and leadership in the development and implementation of patient-care policy.

A variety of types of Scholarly Projects exist and may be considered for the DNP project and final manuscript. The following chart highlights types of DNP final products that may be completed:

<b>Type of Scholarly Project</b>	<b>Key Concepts</b>	<b>Exemplar</b>
Case Study Project	<ul style="list-style-type: none"> <li>! Greater depth of understanding to complex issues through conceptual analysis</li> <li>! Can be of an individual, group, institution or entire community</li> <li>! Appropriate for describing, exploring, and understanding a phenomenon in its real-life context</li> <li>! Variety of data collection methods necessary</li> <li>! Postpositive philosophy: thinking and reflection on what has happened after it happened</li> </ul>	A Case Study of the Implementation of an Electronic Health Record in Preadmission Units and Day-Surgery Centers
Qualitative Descriptive Project	<ul style="list-style-type: none"> <li>! Preferred method for direct descriptions</li> <li>! Based on naturalistic inquiry</li> <li>! Focus groups typically used to collect data</li> <li>! Moderators must be skilled communicators</li> </ul>	Nurses' Perceptions of Nursing Handoffs at the Bedside
Clinical Intervention Project	<ul style="list-style-type: none"> <li>! 2 basic designs: Pre-experimental and Quasi-Experimental</li> <li>! Consent form is necessary</li> <li>! Involve manipulation of the independent variable</li> <li>! Builds knowledge about what works and what doesn't work</li> <li>! Any deliberate physical, educational, or verbal action directed toward goal accomplishment</li> <li>! Must be able to demonstrate fidelity</li> </ul>	Health Promotion in School-Aged Hispanic Children Through a Culturally Appropriate Nutrition and Exercise Family-School Program
Quality Improvement Project	<ul style="list-style-type: none"> <li>! Implies a continuous monitoring process</li> <li>! Focus on the structure, process, and outcomes of healthcare</li> <li>! Has its own validated methods and tools for analysis</li> </ul>	Utilization of a Nurse-Driven Protocol to Decrease Catheter-Associated Urinary Tract Infections
Program Evaluation Project	<ul style="list-style-type: none"> <li>▪ Evaluations fall into one of five categories:</li> <li>•• Formative evaluation structure to provide input for immediate project improvement</li> <li>•• Summative evaluation for the purpose of providing accountability</li> <li>•• Outcome evaluation to measure whether or not a project achieved intended outcome</li> <li>•• Goal-based evaluation to determine the extent to which programs are meeting predetermined goals</li> <li>•• Process-based evaluation focused on a complete understanding of how a program work</li> </ul>	Summative Evaluation of Patient Safety Strategies in an Urban Emergency Department

### Dissemination Activity:

The project chair is responsible for helping the student select a venue for presentation, reviewing and assisting the student with development of an abstract, and reviewing presentation materials and processes with the student. This activity must be approved by the project chair.

Examples of such activities include (but are not limited to):

- Submit a journal article for publication (based on the Project)
- Submit an abstract to a conference for a poster or other formal presentation (based on the Project)

### Completion of the Project:

- Preparation of the Written Document – The project chair will advise the student in the preparation of the scholarly project manuscript. It is not unusual for the project chair to review numerous drafts before the project manuscript is approved; these reviews should be returned to the student within two weeks. The project chair will direct the student(s) when to have drafts reviewed by committee members for approval, who will return the draft with their comments within two weeks. It is the student's responsibility to stay informed of deadlines for submission of paperwork relevant to graduation and to plan the time appropriately. A general rule is that preparation of the project always takes longer than anyone thinks it will.
- Problem Resolution - The DNP Scholarly Project must be approved by the project committee before the student can graduate. If there are matters of disagreement between the student(s) and committee members, the project chair is responsible for managing the process towards resolving the disagreement. The project chair may convene a meeting of the committee with the student(s) to discuss and try to resolve the disagreement. If committee members disagree or give conflicting advice, the project chair's decision is final. If the project chair and the student(s) are unable to resolve a disagreement, the Associate Director of Graduate Nursing Programs should be consulted for a final decision.

### ORAL PRESENTATION OF THE DNP CLINICAL SCHOLARLY PROJECT

At the end of the semester for Clinical Residency I-IV, there will be days scheduled for presentations. In March or April of the final semester, there will be a final defense presentation scheduled as a part of the Clinical Residency and Project Development Course IV (NSG 886/NUDN 8444). The presentations will be for UNCC and WCU students, committee chairs, and committee members. Other faculty and community members may be in attendance as well.

In addition to the final defense presentation, the student will be asked to present the project orally via a podium or poster presentation. All students and faculty will be invited to attend. The presentation is scheduled AFTER the project chair has indicated that the project is satisfactory. The project chair can provide guidance to the student in how to conduct the presentation.

For WCU students, two dissemination activities are required:

1. SON Nursing Research Day participating with all graduate students in their programs
2. Another presentation at a local conference near the end of the final semester

For UNC Charlotte, two dissemination activities is required\*:

1. An oral poster presentation at the STTI Research Day, or another local conference
2. Dissemination of the final, written DNP Scholarly Project to ProQuest

\*At UNC Charlotte, dissemination via submission to a peer-reviewed journal (after approval from committee) is strongly encouraged, but not required for program completion.

#### COPIES OF THE DNP CLINICAL SCHOLARLY PROJECT AND DEFENSE FORMS

Completed projects are retained on file at the School for future reference by students and faculty. The student will provide one copy of the final, written Scholarly Project with the original signed [Final Project Defense Report](#) (Appendix H), and signed title page, to the Graduate School as well as the Coordinator/Director of the DNP program. At UNC Charlotte, the [Dissertation/Thesis ETD Submission Form](#) is also required (Appendix H). The student also will provide one copy of the final, written Scholarly Project to the committee chair, and if requested, to the committee members.

Final Project documents that do not meet the specifications outlined on the by the Graduate School may be rejected by the Graduate School. Students are advised to follow the instructions provided by their respective universities. At UNC Charlotte, students must adhere to the [Doctoral Checklist](#) and the [Electronic Thesis and Dissertation \(ETD\) General Formatting Manual](#). At WCU, students will follow the instructions provided in the [Thesis and Disquisition Information and Resources](#) and the [Thesis Formatting Guide](#).

Doctor of Nursing Practice—WCU

**Clinical Scholarly Project Committee Form: Appendix A**

(Form available at: DNP Homeplace)



**Appointment of Doctoral Project Committee**

Name (print): \_\_\_\_\_ 92#: \_\_\_\_\_

Degree/Major: \_\_\_\_\_

Address: \_\_\_\_\_ E-

mail: \_\_\_\_\_

Tentative Project Topic:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DNP Project Committee:**

Chair: \_\_\_\_\_  
(Print Name, Sign, and Date)

Member: \_\_\_\_\_  
(Print Name, Sign, and Date)

Member: \_\_\_\_\_  
(Print Name, Sign, and Date)

Member: \_\_\_\_\_  
(Print Name, Sign, and Date)

**APPROVED:**

DNP Program Director: \_\_\_\_\_  
(Print Name, Sign, and Date)

Graduate Nursing Program Director: \_\_\_\_\_  
(Print Name, Sign, and Date)

**STUDENT APPROVAL:** *I agree to the above information and hereby grant Western Carolina University a limited, non-exclusive, royalty-free license to reproduce my project, in whole or in part, in electronic form or paper form and make available to the general public at no charge.*

DNP Candidate Signature: \_\_\_\_\_ Date: \_\_\_\_\_

UNC Charlotte/WCU Dual DNP Program  
Graduate School Appointment of DNP Scholarly Project Committee Form: Appendix A

**Appointment of Doctoral Dissertation Committee  
or DNP Scholarly Project Committee**



Required signatures must be original, not electronic.  
Scanned original signatures are permitted.

Student Name:  80 #:

Degree/Major:

Proposed Topic:

Signature:  Date:

- I am revising my committee
- The Graduate School may select the Graduate Faculty Representative for my committee

**Dissertation Committee or DNP Scholarly Project Committee Signatures**

**Chair**  
Name:  Signature/Date:

**Member**  
Name:  Signature/Date:

**Member**  
Name:  Signature/Date:

**Member**  
Name:  Signature/Date:

**Member**  
Name:  Signature/Date:

**Graduate Faculty Representative**  
Name:  Signature/Date:

**Graduate Program Director**  
Name:  Signature/Date:

**\*Committee members must hold a faculty appointment in the Graduate School**

**UNC Charlotte/WCU Dual DNP Program  
Guidelines for DNP Scholarly Project: Appendix B**

**Format 1:**

Use one of the following formats for the DNP Scholarly Project:

- University Signature Page
- Title Page
- Copyright
- Acknowledgements
- Abstract
- Introduction/Background
- Problem Statement
- Purpose of the Project
- Clinical Question
- Literature Review
- Conceptual/ Theoretical Framework
- Project Design
  - Methodology
    - Subjects
    - Setting
    - Tools/Measures
    - Intervention and Data Collection
- Project Analysis (including translation and impact on practice, fiscal impact)
- Project Findings/Results
- Significance or Implications
- Recommendations (Maintaining/Sustaining the Change)
- References
- Appendices

## UNC Charlotte/WCU Dual DNP Program

### Format 2:

University Signature Page

Title Page

Abstract

### Chapter I

1. Nature of the project
  - a. Introduction/Background
  - b. Problem Statement
  - c. Purpose of the Project/ Significance (including cultural/special population/ethnic considerations)
  - d. Significance of the project/including cultural/special population/ethnic considerations
  - e. Clinical Question
  - f. Project Objectives

### Chapter II

1. Literature Review
2. Conceptual/Theoretical Framework

### Chapter III

1. Project Design
  - \*Methodology
    - a. Subjects
    - b. Setting
    - c. Tools/Measures
    - d. Intervention and Data Collection
2. Project Analysis (including translation and impact on practice, fiscal impact)

### Chapter IV

1. Project Findings/Results
2. Discussion of Results

### Chapter V

1. Significance or Implications
2. Summary
3. Recommendations (Maintaining/Sustaining the Change)

### References

### Appendices

**UNC Charlotte/WCU Dual DNP Program**  
**Clinical Scholarly Project Topic Approval – NUDN 8441 and NSG 883:**  
**Appendix C**

**Student Name:**

**Project Title:**

PROJECT COMPONENT	ORAL PROPOSAL		WRITTEN PROPOSAL	
	S/U	Comments	S/U	Comments
DNP Project Topic Summary is concise, accurate, and provides project topic overview	n/a	n/a		
Problem/Focus	S/U	Comments	S/U	Comments
Background information: Description of given population Epidemiological data support significance Political environment for practice change Brief review of evidence to support project problem				
Problem/change clearly identified in PICOT format				
Problem appropriate for DNP project				
Scope of proposed change realistic and appropriate				
Clinical Site Identified to implement project				

Evaluation of DNP Topic Proposal: \_\_\_\_\_ Approved as Presented    \_\_\_\_\_ Approved with Recommendations    \_\_\_\_\_ Not Approved

Additional Comments:

<b>Chair Signature:</b>	<b>Date:</b>
<b>Committee Member Signature:</b>	<b>Date:</b>
<b>Committee Member Signature:</b>	<b>Date:</b>

cc: **Student File**

\_\_\_\_\_ **DNP Program Coordinator/Director**

**Approval Status Legend:** S=Satisfactory; U=Unsatisfactory; NR=Needs Revision; NA=Not Applicable

**UNC Charlotte/WCU Dual DNP Program**  
**Clinical Scholarly Project Proposal Approval Form – NUDN 8442 and NSG 885:**  
**Appendix D**

**Student Name:**

**Project Title:**

PROJECT COMPONENT	ORAL PROPOSAL		WRITTEN PROPOSAL	
	S/U	Comments	S/U	Comments
<b>Abstract</b>	n/a	n/a		
<b>Introduction</b>	S/U	Comments	S/U	Comments
Background of the problem				
Problem statement – PICOT				
Scope of proposed change realistic and appropriate				
<b>Conceptual Framework/Theory:</b>	S/U	Comments	S/U	
Described, evident and applicable				
<b>Evidence of Synthesis</b>	S/U	Comments	S/U	
Research and evidence of the clinical issue supported/influenced clinical project				
<b>Environmental Context</b>	S/U	Comments	S/U	Comments
Need, feasibility and sustainability clearly presented				
Benchmarks and supporting data provided				
<b>Outcomes</b>	S/U	Comments	S/U	Comments
Short and long term objectives/outcomes outlined				
Objectives/outcomes stated in feasible and measurable terms				
Evaluation measures linked to objectives/outcomes and conceptual framework				
<b>Methods/Implementation Plan</b>	S/U	Comments	S/U	Comments
Appropriate for objectives/outcomes				

PROJECT COMPONENT	ORAL PROPOSAL		WRITTEN PROPOSAL	
Clear rationale for actions				
Setting and group clearly identified				
Tools/measures described				
Resources/supports and risks/threats noted				
Marketing plan developed				
Appropriate evaluation plan				
<b>Timeframe for Completion</b>	S/U	<b>Comments</b>	S/U	<b>Comments</b>
Reasonable and complete				
<b>Necessary Supports (Finances and Resources)</b>	S/U	<b>Comments</b>	S/U	<b>Comments</b>
Appropriate to meet objectives/outcomes				
Provides rationale for resources, revenues, and expenditures				
Describes appropriate funding sources				
<b>Site/Facilitator</b>	S	<b>Comments</b>	S	<b>Comments</b>
Site is appropriate for project	n/a	n/a		
Resources to support project available	n/a			
<b>Writing and Organization</b>	S	<b>Comments</b>	S	<b>Comments</b>
APA format followed appropriately; clear writing; copyrights obtained as appropriate	n/a	n/a		

Evaluation of Proposal: \_\_\_\_\_ Approved as Presented \_\_\_\_\_ Approved with

Recommendations \_\_\_\_\_ Not Approved

Additional Comments:

<b>Chair Signature:</b>	<b>Date:</b>
<b>Committee member Signature:</b>	<b>Date:</b>
<b>Committee member Signature:</b>	<b>Date:</b>

cc: **Student File**

**\_\_\_\_\_DNP Program Coordinator/Director**

**Approval Status Legend:** S=Satisfactory; U=Unsatisfactory; NR=Needs Revision; NA=Not Applicable

Rev. 3/28/20

**UNC Charlotte/WCU Dual DNP Program**

**Clinical Scholarly Project Presentation Approval Form – NUDN 8444/NSG 886: Appendix E**

**Student Name:**

**Project Title:**

<b>PROJECT COMPONENT</b>	<b>ORAL PRESENTATION</b>		<b>WRITTEN DOCUMENT</b>	
	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
<b>Abstract</b>	<b>n/a</b>	<b>n/a</b>		
<b>Introduction</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
Background of the problem				
Problem statement - PICOT				
Context for the impact of the DNP Scholarly Project				
<b>Conceptual Framework/Theory:</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	
Described, evident and applicable				
<b>Evidence of Synthesis</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	
Research and evidence of the clinical issue supported/influenced clinical project				
Synthesis table	<b>n/a</b>			
<b>Environmental Context</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
Need, feasibility and sustainability clearly presented				
Benchmarks and supporting data provided				
<b>Outcomes</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
Short and long term objectives/outcomes outlined				
Objectives/outcomes stated in feasible and measurable terms				
Evaluation measures linked to objectives/outcomes and conceptual framework				
<b>Methods/Implementation Plan</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
Appropriate for objectives/outcomes				
Clear rationale for actions and methods				
Setting and group clearly described				

<b>PROJECT COMPONENT</b>	<b>ORAL PRESENTATION</b>		<b>WRITTEN DOCUMENT</b>	
Tools/measures described and linked to measures and objectives				
Data collection described				
Methods of analysis clearly described for each measurement including appropriate statistical tests				
<b>Time Frame</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
Completed within projected time frame				
<b>Findings</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
Organized				
Linked to problem statement				
Described the extent to which the objectives were achieved				
Discuss interpretation of results and appropriate statistical analysis				
Cost savings				
<b>Scope of Project</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
Describe locally, nationally, and internationally impact				
Recommendations/Implications addressed for problem statement, supporting organization, key stakeholders, and other settings.				
<b>Impact of Project</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
Discuss dissemination plan (local, regional & national)				
Describe next steps				
Discuss how current regulations/policies influence the next steps				
<b>Project Synthesis</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
Evidence candidate demonstrated practice inquiry skills including appraising and translating evidence into practice within the project				
Evidence of candidate's ability to lead DNP scholarly project				
Ability of candidate to articulate state of current knowledge as it relates to advanced practice nursing in the health care system				
<b>Writing and Organization</b>	<b>S/U</b>	<b>Comments</b>	<b>S/U</b>	<b>Comments</b>
APA format followed appropriately; clear writing; copyrights obtained as appropriate				

Evaluation of Proposal \_\_\_\_\_ Approved as Presented \_\_\_\_\_ Approved with Recommendations \_\_\_\_\_ Not Approved

Additional Comments:

Chair Signature:	Date:
Committee Member Signature:	Date:
Committee Member Signature:	Date:
Committee Member Signature:	Date:

cc: \_\_\_\_\_ Student File

\_\_\_\_\_ DNP Program Coordinator/Director

**Approval Status Legend:** S=Satisfactory; U=Unsatisfactory; NR=Needs Revision; NA=Not Applicable

Rev. 3/28/20

**Dissemination Agreement Form: Appendix F**

## DISSEMINATION ACTIVITY AGREEMENT

Authors are on the first submission of the article/presentation will be:

1. Student Investigator
2. Committee Chair
3. Other Committee members (in alphabetical order).

After one year, the committee chair may take the lead on preparing and submitting the project results as an article or presentation with authorship and order of authors to be determined at the discretion of the Project Chair after appropriate discussion with the DNP student and committee. Sequence of authorship and contact author will be assigned according to the amount of substantive contribution to the manuscript by each respective author for subsequent publication or presentation. The contact author for first submission of the article/presentation will be the committee chair unless otherwise negotiated. No author will impede the publication or presentation of results without due reason and justification. Planned use of research findings/results in future publications or projects must be discussed among authors before graduation of the DNP student. It is understood that student members will maintain current contact information with the committee chair and DNP program.

DNP Student Signature \_\_\_\_\_

Printed Name \_\_\_\_\_  
Date

Committee Chair Signature \_\_\_\_\_

Printed Name \_\_\_\_\_  
Date

Clinical Expert/Committee Member(s) Signature \_\_\_\_\_

Printed Name(s) \_\_\_\_\_  
Date

### Graduate School Proposal Defense Form: Appendix G

## Proposal Defense Report for Dissertation/Thesis

All dissertation committee members are expected to be present for the dissertation proposal defense. Required signatures must be original, not electronic.



Scanned original signatures are permitted.

Student Name:  80 #:

Degree/Major:

Date Proposal Defended: Month  Day  Year   Passed  Failed

Topic:

**ARE HUMAN SUBJECTS INVOLVED?** A "human subject" is any living individual about whom an investigator conducting research obtains data through intervention (physical procedure or manipulation), interaction (interviews, questionnaires, surveys), or other interpersonal communication.

Yes  No (If Yes, attach approval by the UNC Charlotte Human Subjects Committee)

**IS ANIMAL RESEARCH INVOLVED?**

Yes  No (If Yes, attach approval by the UNC Charlotte Institutional Animal Care and Use Committee)

**DOES RESEARCH INVOLVE RECOMBINANT DNA?**

Yes  No (If Yes, attach approval by the UNC Charlotte Institutional Biosafety Committee)

### Committee Member Signatures

(All committee members must be active members of the Graduate Faculty)

**Chair:**

Name:  Signature/Date:

**Committee Member:**

Name:  Signature/Date:

**Committee Member:**

Name:  Signature/Date:

**Committee Member:**

Name:  Signature/Date:

**Committee Member:**

Name:  Signature/Date:

**Graduate Faculty Representative (for doctoral only)**

Name:  Signature/Date:

**Graduate Program Director:**

Name:  Signature/Date:

**\*Master's Thesis students-** this form must be submitted with the **Appointment of Master's Thesis Committee form.**

**\*Doctoral students -** An **Appointment of Doctoral Dissertation Committee form** must be submitted prior to the Proposal Defense.

Graduate School Final Defense Form: Appendix H

Final Defense Report for Dissertation/Thesis/  
DNP Scholarly Project/Project



All dissertation committee members are expected to be present for the dissertation final defense.

Required signatures must be original, not electronic. Scanned original signatures are permitted.

Name: [text box] 80 #: [text box]

Degree/Major: [text box]

Defense Date: Month [text box] Day [text box] Year [text box]

Official Title: [text box]

Passed  Failed  Project  Thesis  Scholarly Project  Dissertation

Student: Name: [text box] Signature Date: [text box]

We, the undersigned, verify that we have approved the iThenticate Similarity Report  
(Doctoral students only)

The first page of the Similarity Report must accompany this form

Chair: Name: [text box] Signature/Date: [text box]

Member: Name: [text box] Signature/Date: [text box]

Graduate Faculty Representative (Doctoral Only) Name: [text box] Signature/Date: [text box]

Graduate Program Director Name: [text box] Signature/Date: [text box]

Please submit this form to the Graduate School within 1 business day after your defense.  
The title entered above is the official title of your dissertation or scholarly project and  
cannot be changed after submission of this form.

Graduate School Dissertation Submission/ETD Form: Appendix I

Dissertation/Thesis Submission & ETD Form



Please submit this form with the signed dissertation/thesis title page to the Graduate School. ~Submission of this form is not reflected in DegreeWorks~

Master's Thesis Students Submit Forms to Julie Green and Doctoral Students Submit Forms to Aura Young

GRADUATION TERM: [ ] Fall [ ] Spring [ ] Summer I [ ] Summer II Year: [ ]

Full Name: [ ] 80 #: [ ]

UNCC Email: [ ] Phone #: [ ]

Degree/Program: [ ]

Full Title of Thesis or Dissertation: [ ]

Submission Requirements

Your thesis or dissertation will not be accepted without the following:

- 1. Approval by UNC Charlotte Graduate School
2. Submission of title page, this form, submission fee, and the submission of thesis or dissertation to ProQuest by the deadline
3. Adherence to all deadlines

~\$45 submission fee is now payable online. You should also use this payment portal to pay for the optional copyright registration (\$55) and optional binding fees.

Student Agreement: I hereby certify that, if appropriate, I have obtained and attached hereto written permission statements from the owners of each third party copyrighted matter to be included in my document, allowing distribution as specified below. I certify that the version I submitted is the same as that approved by my committee and grant the University of North Carolina at Charlotte and its agents the non-exclusive license to archive and make accessible, under the conditions specified below, my document in whole or in part in all forms of media, now or hereafter known. I retain all other ownership rights to the copyright of the document. I also retain the right to use in future works all or part of this document. I certify that this is my own original work.

NOTE: If you wish to delay the publication of your work, you must submit a Sequester Request Form along with this Submission & ETD Form to the Graduate School for approval.

Student

Name: [ ] Signature: [ ] Date: [ ]

Committee Chair

Name: [ ] Signature: [ ] Date: [ ]

Committee Co-Chair (if applicable)

Name: [ ] Signature: [ ] Date: [ ]

Graduate Program Director

Name: [ ] Signature: [ ] Date: [ ]

Review and Acceptance: The above-mentioned document has been reviewed and accepted by the student's committee. The undersigned understand that the document is being submitted in electronic format (ETD) and agree to abide by the statements above regarding the access option selected for the ETD.

Graduate School Approval of Remote Committee Form: Appendix J

Approval of Remote Committee Participation



Defense Date: Month [ ] Day [ ] Year [ ]

Student Name: [ ] 80 #: [ ]

Student E-mail Address: [ ]

- Check One: [ ] Project Proposal Defense [ ] Thesis Proposal Defense
[ ] Project Final Defense [ ] Thesis Final Defense
[ ] Scholarly Project Proposal Defense [ ] Dissertation Proposal Defense
[ ] Scholarly Project Final Defense [ ] Dissertation Final Defense

It is expected that all dissertation committee members be present for both the dissertation proposal defense and for the dissertation final defense. If there is an exceptional case in which a committee member needs to participate in the proposal or final defense from a remote location the following conditions must be met:

- 1. The Remote Participation form must be submitted to the Graduate School at least two weeks prior to the scheduled proposal or final defense. Original or scanned original signatures acceptable.
2. Any visual aids or other materials have been distributed in advance to the remote member.
3. The remote member participates in the entire and complete conduct of the meeting through either video conferencing (preferred) or audio conferencing.
4. The Chair has accepted responsibility for the oversight of any logistical arrangements necessary.
5. The final defense (Doctoral only) must be announced through the Graduate School Defense Announcement portal, open to the public, and held on campus.

Note- The defense cannot proceed without the Chair and Graduate Faculty Representative present at the on campus location.

We, the undersigned, are aware that one member of this committee will be participating remotely in this meeting and agree to this remote participation. We do hereby verify that all of the above conditions have been or will be met for the committee meeting checked.

Student:

Name: [ ] Signature/Date: [ ]

Chair:

Name: [ ] Signature/Date: [ ]

Remote Member:

Name: [ ] Signature/Date: [ ]

Graduate Faculty Representative (for doctoral students only)

Name: [ ] Signature/Date: [ ]

Graduate Program Director:

Name: [ ] Signature/Date: [ ]

**DNP Project Checklist: Appendix K**

**Student Name:** \_\_\_\_\_ **Committee Members:** \_\_\_\_\_

- Signed **Clinical Learning Contract**
- Signed **Doctoral Committee Appointment Form**
- Signed **Dissemination Agreement**
- Completed **Clinical Residency I**
- Completed **Clinical Residency II**
- Completed **Clinical Residency III**
- Completed **Clinical Residency IV**
- Completed **IRB Proposal**     Submitted **IRB Proposal**     Approved **IRB Proposal**
- Scheduled **First Committee Meeting**     Completed **First Committee Meeting**

	To Chair	To Committee	Submitted
<b>1<sup>st</sup> Draft of Topic Approval</b>			
<b>Final Draft to of Topic Approval</b>			
<b>1<sup>st</sup> Draft of Project Proposal</b>			
<b>Final Draft of Project Proposal</b>			
<b>1<sup>st</sup> Draft of Completed Scholarly Project</b>			
<b>Final Draft of Completed Scholarly Project</b>			
<b>Dissemination Activity</b>			

- Signed **Approval Page**



**Learning Contract:** NUDN 8441 or NSG 883 Clinical Residency and Project Development I (2 credit hrs)

Student Name: \_\_\_\_\_

Project Chair: \_\_\_\_\_

Course Faculty/Instructor of Record: \_\_\_\_\_

Title of Scholarly Clinical Project: \_\_\_\_\_

\_\_\_\_\_

Site(s) for Implementation of Clinical Hours: \_\_\_\_\_

\_\_\_\_\_

Name of Clinical Expert and Their Credentials: \_\_\_\_\_

\_\_\_\_\_

Clinical Practicum: **120** Clinical Hours (60 clinical hrs per 1 credit hr)

Please describe how you plan to meet the 120 clinical hour requirement and discuss how the clinical learning objectives (see 1<sup>st</sup> column of next page) help you accomplish the course objectives (see course syllabus) and DNP program outcomes (seven bulleted points listed below which are taken from the student handbook under General Information):

- Analyze and integrate evidence from nursing science with evidence from other relevant scientific disciplines to form a scientific foundation for advanced practice in nursing.
- Apply clinical scholarship, scientific evidence, and analytical methods to improve health care outcomes.
- Develop and evaluate systems to enhance safety and quality of health care.
- Advocate and participate in collaborative interdisciplinary efforts to improve health outcomes at the practice/organization, community, state and national levels.
- Engage in culturally competent and ethically sound advanced nursing practice.
- Demonstrate leadership in the improvement of patient outcomes and transformation of health care delivery.
- Manage directly the complex problems of clients/populations and systems to facilitate access and navigation of the health care system to improve health outcomes.

Students participate in multiple academic and scholarly activities. For example, students are expected to attend conferences, seminars, journal club, grand rounds, morbidity and mortality meetings, patient conferences, practice-based lectures, interdisciplinary committees, quality improvement committees and any other opportunities available at their site. Each student is expected to post a minimum of at least three scholarly activities during residency. In addition, students are required to be involved and contribute to interdisciplinary initiatives. The scholarly activities should support the objectives in the Clinical Learning Contract.

Deadlines to have data entered in columns II, III, and IV by student is determined by the course faculty/instructor of record.

(DNP program suggested deadlines: Columns II and III to be completed no later than the end of the 6<sup>th</sup> week of the semester;

Column IV to be completed prior to the end of the semester)

<b>I</b> <b>COURSE FACULTY/IOR</b> <b>Clinical Learning</b> <b>Objectives</b>	<b>II</b> <b>Clinical Learning Strategies,</b> <b>Activities, and Resources</b>	<b>III</b> <b>Measurable Outcomes:</b> <b>1. Deliverables</b> <b>2. Means for evaluating</b>	<b>IV</b> <b>Evaluation:</b> <b>1. Achievement of Deliverables</b> <b>2. Activities supporting fulfillment</b> <b>of objectives were met</b> <b>3. Recommended next steps</b> <b>(Review/reflect/revise)</b>
1. Apply EBP and Theory to analyze the literature for the scholarly project  2. Identify theoretical frameworks utilized in the body of research on the project topic.			
3. Identify a clinical site expert, and DNP Project Committee Chair.  4. Develop a Clinical Contract.			
5. Develop a PICOT question			

<p><b>COURSE REQUIREMENTS</b> Attend Scholarly Conferences, Seminars, Journal Club, Grand Rounds, Morbidity/Mortality Meetings, Practice-Based Lectures, Interdisciplinary Committees, Quality Improvement Committee meetings, and other opportunities at the practice site.</p> <p><b>*Minimum of 3</b></p>			
--	--	--	--

Per the 2020-21 Student Handbook (p. 13) The student and clinical expert must establish mutually agreed upon objectives and evaluation criteria. The specific objectives, requirements, and evaluation criteria will depend on the practice focus in which the student is participating, the student's level of education, and the student's educational needs.

(DNP program suggested deadlines: CLINICAL OBJECTIVES and EVALUATION CRITERIA to be established no later than the end of the 6 <sup>th</sup> week of the semester)	
CLINICAL OBJECTIVES mutually agreed upon by the student and clinical expert.	
EVALUATION CRITERIA mutually agreed upon by the student and clinical expert.	

**CONTRACT REVIEWED AND APPROVED:** (typed or electronic signature is acceptable)

(DNP Program suggested deadline for completing review and approval of clinical contract : no later than the end of the 8<sup>th</sup> week of the semester)

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Clinical Expert Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Course Faculty/Instructor of Record: \_\_\_\_\_ Date: \_\_\_\_\_

---

Clinical Learning Objectives WERE MET \_\_\_\_\_ NOT MET \_\_\_\_\_ (to be completed by Course Faculty/Instructor of Record)

Student: \_\_\_\_\_

Clinical Expert: \_\_\_\_\_ Date: \_\_\_\_\_

*The course faculty/IOR has reviewed the Clinical Learning Contract and has determined that the clinical expert contributed to the achievement of clinical objectives and program outcomes.*

Course Faculty/Instructor of Record: \_\_\_\_\_ Date: \_\_\_\_\_

Approval DNP Program Coordinator

\_\_\_Yes

\_\_\_No

Verified Agency Affiliation Agreement

\_\_\_Yes

\_\_\_No



## Doctor of Nursing Practice Consortium



**Learning Contract:** NUDN 8442 or NSG 884 Clinical Residency and Project Development II (2 credit hrs)

Student Name: \_\_\_\_\_

Project Chair: \_\_\_\_\_

Course Faculty/Instructor of Record: \_\_\_\_\_

Title of Scholarly Clinical Project: \_\_\_\_\_

Site(s) for Implementation of Clinical Hours: \_\_\_\_\_

Name of Clinical Expert and Their Credentials: \_\_\_\_\_

Clinical Practicum: **120** Clinical Hours (60 clinical hrs per 1 credit hr)

Please describe how you plan to meet the 120 clinical hour requirement and discuss how the clinical learning objectives (see 1<sup>st</sup> column of next page) help you accomplish the course objectives (see course syllabus) and DNP program outcomes (seven bulleted points listed below which are taken from the student handbook under General Information):

- Analyze and integrate evidence from nursing science with evidence from other relevant scientific disciplines to form a scientific foundation for advanced practice in nursing.
- Apply clinical scholarship, scientific evidence, and analytical methods to improve health care outcomes.
- Develop and evaluate systems to enhance safety and quality of health care.
- Advocate and participate in collaborative interdisciplinary efforts to improve health outcomes at the practice/organization, community, state and national levels.
- Engage in culturally competent and ethically sound advanced nursing practice.
- Demonstrate leadership in the improvement of patient outcomes and transformation of health care delivery.
- Manage directly the complex problems of clients/populations and systems to facilitate access and navigation of the health care system to improve health outcomes.

Students participate in multiple academic and scholarly activities. For example, students are expected to attend conferences, seminars, journal club, grand rounds, morbidity and mortality meetings, patient conferences, practice-based lectures, interdisciplinary committees, quality improvement committees and any other opportunities available at their site. Each student is expected to post a minimum of at least three scholarly activities during residency. In addition, students are required to be involved and contribute to interdisciplinary initiatives. The scholarly activities should support the objectives in the Clinical Learning Contract.

Deadlines to have data entered in columns II, III, and IV by student is determined by the course faculty/instructor of record.  
 (DNP program suggested deadlines: Columns II and III to be completed no later than the end of the 6<sup>th</sup> week of the semester;  
 Column IV to be completed prior to the end of the semester)

<b>I</b> <b>COURSE FACULTY/IOR</b> <b>Clinical Learning</b> <b>Objectives</b>	<b>II</b> <b>Clinical Learning Strategies,</b> <b>Activities, and Resources</b>	<b>III</b> <b>Measurable Outcomes:</b> 1. Deliverables 2. Means for evaluating	<b>IV</b> <b>Evaluation:</b> 3. Achievement of Deliverables 4. Activities supporting fulfillment of objectives were met 5. Recommended next steps (Review/reflect/revise)
1. Examine/synthesize feedback for written and oral topic approval proposals and revise as necessary.			
2. Perform an extensive review of the literature.			
3. Develop a plan for project implementation.			
4. Select/develop tools for data collection and management.			

5. Complete CITI Training and familiarize yourself with IRB at home institution.			
<p>COURSE REQUIREMENTS Attend Scholarly Conferences, Seminars, Journal Club, Grand Rounds, Morbidity/Mortality Meetings, Practice-Based Lectures, Interdisciplinary Committees, Quality Improvement Committee meetings, and other opportunities at the practice site.</p> <p><b>*Minimum of 3</b></p>			

Per the 2020-21 Student Handbook (p. 13) The student and clinical expert must establish mutually agreed upon objectives and evaluation criteria. The specific objectives, requirements, and evaluation criteria will depend on the practice focus in which the student is participating, the student's level of education, and the student's educational needs.

(DNP program suggested deadlines: CLINICAL OBJECTIVES and EVALUATION CRITERIA to be established no later than the end of the 6 <sup>th</sup> week of the semester)	
CLINICAL OBJECTIVES mutually agreed upon by the student and clinical expert.	
EVALUATION CRITERIA mutually agreed upon by the student and clinical expert.	

**CONTRACT REVIEWED AND APPROVED:** (typed or electronic signature is acceptable)(DNP Program suggested deadline for completing review and approval of clinical contract : no later than the end of the 8<sup>th</sup> week of the semester)

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Clinical Expert Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Course Faculty/Instructor of Record: \_\_\_\_\_ Date: \_\_\_\_\_

---

 Clinical Learning Objectives WERE MET \_\_\_\_ NOT MET \_\_\_\_ (to be completed by Course Faculty/Instructor of Record)

Student: \_\_\_\_\_

Clinical Expert: \_\_\_\_\_ Date: \_\_\_\_\_

*The course faculty/IOR has reviewed the Clinical Learning Contract and has determined that the clinical expert contributed to the achievement of clinical objectives and program outcomes.*

Course Faculty/Instructor of Record: \_\_\_\_\_ Date: \_\_\_\_\_

Approval DNP Program Coordinator/Director

\_\_\_Yes

\_\_\_No

Verified Agency Affiliation Agreement

\_\_\_Yes

\_\_\_No



Doctor of Nursing Practice Consortium



**Learning Contract:** NUDN 8443 or NSG 885 Clinical Residency and Project Development **III** (3 credit hrs)

Student Name: \_\_\_\_\_

Project Chair: \_\_\_\_\_

Course Faculty/Instructor of Record: \_\_\_\_\_

Title of Scholarly Clinical Project: \_\_\_\_\_

Site(s) for Implementation of Clinical Hours: \_\_\_\_\_

Name of Clinical Expert and Their Credentials: \_\_\_\_\_

Clinical Practicum: **180** Clinical Hours (60 clinical hrs per 1 credit hr)

Please describe how you plan to meet the 180 clinical hour requirement and discuss how the clinical learning objectives (see 1<sup>st</sup> column of next page) help you accomplish the course objectives (see course syllabus) and DNP program outcomes (seven bulleted points listed below which are taken from the student handbook under General Information):

- Analyze and integrate evidence from nursing science with evidence from other relevant scientific disciplines to form a scientific foundation for advanced practice in nursing.
- Apply clinical scholarship, scientific evidence, and analytical methods to improve health care outcomes.
- Develop and evaluate systems to enhance safety and quality of health care.
- Advocate and participate in collaborative interdisciplinary efforts to improve health outcomes at the practice/organization, community, state and national levels.
- Engage in culturally competent and ethically sound advanced nursing practice.
- Demonstrate leadership in the improvement of patient outcomes and transformation of health care delivery.
- Manage directly the complex problems of clients/populations and systems to facilitate access and navigation of the health care system to improve health outcomes

Students participate in multiple academic and scholarly activities. For example, students are expected to attend conferences, seminars, journal club, grand rounds, morbidity and mortality meetings, patient conferences, practice-based lectures, interdisciplinary committees, quality improvement committees and any other opportunities available at their site. Each student is expected to post a minimum of at least three scholarly activities during residency. In addition, students are required to be involved and contribute to interdisciplinary initiatives. The scholarly activities should support the objectives in the Clinical Learning Contract.

Deadlines to have data entered in columns II, III, and IV by student is determined by the course faculty/instructor of record.

(DNP program suggested deadlines: Columns II and III to be completed no later than the end of the 6<sup>th</sup> week of the semester;

Column IV to be completed prior to the end of the semester)

<p style="text-align: center;"><b>I</b> <b>COURSE FACULTY/IOR</b> <b>Clinical Learning</b> <b>Objectives</b></p>	<p style="text-align: center;"><b>II</b> <b>Clinical Learning Strategies,</b> <b>Activities, and Resources</b></p>	<p style="text-align: center;"><b>III</b> <b>Measurable Outcomes:</b> 1. Deliverables 2. Means for evaluating</p>	<p style="text-align: center;"><b>IV</b> <b>Evaluation:</b> 3. Achievement of Deliverables 4. Activities supporting fulfillment of objectives were met 5. Recommended next steps (Review/reflect/revise)</p>
<p>1. A. Establish and communicate a clear implementation plan.</p> <p>B. Discuss and establish contingency plans.</p>			
<p>2. Implement your project.</p> <p><b>***Bulk of your hours***</b></p>			
<p>3. Perform a personal evaluation of your implementation.</p> <p><i>(What worked? What did not work?)</i></p>			
<p>4. A. Relate your work to the DNP Essentials.</p> <p>B. Evaluate how your work contributes to the DNP degree.</p>			

<p><b>COURSE REQUIREMENTS</b>  Attend Scholarly Conferences, Seminars, Journal Club, Grand Rounds, Morbidity/Mortality Meetings, Practice-Based Lectures, Interdisciplinary Committees, Quality Improvement Committee meetings, and other opportunities at the practice site.*</p> <p><b>*Minimum of 3</b></p> <p>Provide evidence of leadership via presenting at, or leading, one of the scholarly activities listed above. **</p> <p><b>**Minimum of 1</b></p>			
---	--	--	--

Per the 2020-21 Student Handbook (p. 13) The student and clinical expert must establish mutually agreed upon objectives and evaluation criteria. The specific objectives, requirements, and evaluation criteria will depend on the practice focus in which the student is participating, the student’s level of education, and the student’s educational needs.

<p>(DNP program suggested deadlines: CLINICAL OBJECTIVES and EVALUATION CRITERIA to be established no later than the end of the 6<sup>th</sup> week of the semester)</p>	
<p>CLINICAL OBJECTIVES mutually agreed upon by the student and clinical expert.</p>	
<p>EVALUATION CRITERIA mutually agreed upon by the student and clinical expert.</p>	





Doctor of Nursing Practice Consortium



**Learning Contract:** NUDN 8444 or NSG 886 Clinical Residency and Project Development **IV** (2 credit hrs)

Student Name: \_\_\_\_\_

Project Chair: \_\_\_\_\_

Course Faculty/Instructor of Record: \_\_\_\_\_

Title of Scholarly Clinical Project: \_\_\_\_\_

\_\_\_\_\_

Site(s) for Implementation of Clinical Hours: \_\_\_\_\_

\_\_\_\_\_

Name of Clinical Expert and Their Credentials: \_\_\_\_\_

\_\_\_\_\_

Clinical Practicum: **120** Clinical Hours (60 clinical hrs per 1 credit hr)

Please describe how you plan to meet the 120 clinical hour requirement and discuss how the clinical learning objectives (see 1<sup>st</sup> column of next page) help you accomplish the course objectives (see course syllabus) and DNP program outcomes (seven bulleted points listed below which are taken from the student handbook under General Information):

- Analyze and integrate evidence from nursing science with evidence from other relevant scientific disciplines to form a scientific foundation for advanced practice in nursing.
- Apply clinical scholarship, scientific evidence, and analytical methods to improve health care outcomes.
- Develop and evaluate systems to enhance safety and quality of health care.
- Advocate and participate in collaborative interdisciplinary efforts to improve health outcomes at the practice/organization, community, state and national levels.
- Engage in culturally competent and ethically sound advanced nursing practice.
- Demonstrate leadership in the improvement of patient outcomes and transformation of health care delivery.
- Manage directly the complex problems of clients/populations and systems to facilitate access and navigation of the health care system to improve health outcomes.

Students participate in multiple academic and scholarly activities. For example, students are expected to attend conferences, seminars, journal club, grand rounds, morbidity and mortality meetings, patient conferences, practice-based lectures, interdisciplinary committees, quality improvement committees and any other opportunities available at their site. Each student is expected to post a minimum of at least three scholarly activities during residency. In addition, students are required to be involved and contribute to interdisciplinary initiatives. The scholarly activities should support the objectives in the Clinical Learning Contract.

Deadlines to have data entered in columns II, III, and IV by student is determined by the course faculty/instructor of record.

(DNP program suggested deadlines: Columns II and III to be completed no later than the end of the 6<sup>th</sup> week of the semester;  
Column IV to be completed prior to the end of the semester)

<b>I</b> <b>COURSE FACULTY/IOR</b> <b>Clinical Learning</b> <b>Objectives</b>	<b>II</b> <b>Clinical Learning Strategies,</b> <b>Activities, and Resources</b>	<b>III</b> <b>Measurable Outcomes:</b> 1. Deliverables 2. Means for evaluating	<b>IV</b> <b>Evaluation:</b> 3. Achievement of Deliverables 4. Activities supporting fulfillment of objectives were met 5. Recommended next steps (Review/reflect/revise)
1. Analyze and report data from implementation.			
2. Complete the final write-up of the project.			
3. Submit project for publication.			
4. Submit project in a public forum.			
5. Successfully defend project.			

<p><b>COURSE REQUIREMENTS</b> Attend Scholarly Conferences, Seminars, Journal Club, Grand Rounds, Morbidity/Mortality Meetings, Practice-Based Lectures, Interdisciplinary Committees, Quality Improvement Committee meetings, and other opportunities at the practice site.*</p> <p><b>*Minimum of 3</b></p> <p>Provide evidence of leadership via presenting at, or leading, one of the scholarly activities listed above. **</p> <p><b>**Minimum of 1</b></p>			
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Per the 2020-21 Student Handbook (p. 13) The student and clinical expert must establish mutually agreed upon objectives and evaluation criteria. The specific objectives, requirements, and evaluation criteria will depend on the practice focus in which the student is participating, the student’s level of education, and the student’s educational needs.

<p>(DNP program suggested deadlines: CLINICAL OBJECTIVES and EVALUATION CRITERIA to be established no later than the end of the 6<sup>th</sup> week of the semester)</p>	
<p>CLINICAL OBJECTIVES mutually agreed upon by the student and clinical expert.</p>	
<p>EVALUATION CRITERIA mutually agreed upon by the student and clinical expert.</p>	

**CONTRACT REVIEWED AND APPROVED:** (typed or electronic signature is acceptable)

(DNP Program suggested deadline for completing review and approval of clinical contract : no later than the end of the 8<sup>th</sup> week of the semester)

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Clinical Expert Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Course Faculty/Instructor of Record: \_\_\_\_\_ Date: \_\_\_\_\_

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Clinical Learning Objectives WERE MET \_\_\_\_\_ NOT MET \_\_\_\_\_ (to be completed by Course Faculty/Instructor of Record)

Student: \_\_\_\_\_

Clinical Expert: \_\_\_\_\_ Date: \_\_\_\_\_

*The course faculty/IOR has reviewed the Clinical Learning Contract and has determined that the clinical expert contributed to the achievement of clinical objectives and program outcomes.*

Course Faculty/Instructor of Record: \_\_\_\_\_ Date: \_\_\_\_\_

Approval DNP Program Coordinator/Director	
___ Yes	___ No
Verified Agency Affiliation Agreement	
___ Yes	___ No

**Appendix M:  
UNC Charlotte & WCU School of Nursing  
DNP Residency/Scholarly Project Log**

Student Name/Signature: \_\_\_\_\_

DNP Course Coordinator/Instructor of Record Name/Signature: \_\_\_\_\_

Course Name and Number: \_\_\_\_\_

Clinical Expert Name/Signature: \_\_\_\_\_

\_\_\_\_\_

Date	Hours (record as whole and quarter hours as applicable [e.g., 0700-1615])		Cumulative Hours	Description of Scholarly Activities: Record all activities taken to meet course objectives.	Identify the DNP Essential that applies to your scholarly activity <i>(The Essentials of Doctoral Education for Advanced Nursing Practice [2006])</i>
	Begin	End			

