



PAC for Practice Immersion

Project Mentor. Agreement. Compliance.

USU'S PROVEN PLACEMENT PREPARATION MODEL



Project Mentor (PM)

Student submit the following project mentor documents by email:

- PM Resume/CV
- PM License Verification (as applicable)
- PM Board Certification certificate (as applicable)
- PM Form (in Handbook)

Once all PM documents are submitted, they will be sent for Preceptor Approval by the DNP Program Director, which may take up to 2-16 weeks.



Agreement

- Fully Executed Affiliation Agreement

OFE will confirm if an Agreement is on file once site name is provided by the student. If it is not on file, student will need to provide necessary requested information for OFE to negotiate the agreement. Affiliation Agreements may take 16 weeks to finalize on average. An agreement is required for each site.

The clinical facility may require additional requirements which must be completed by the appropriate deadline.



Compliance

- Release of Information Form
- Signed Medical Clearance Form
- Student Acknowledgement of DNP Handbook Guidelines
- Signed HIPAA Confidentiality Agreement
- Proof of Blood Borne Pathogens Training
- AHA CPR
- Proof of Health Insurance Coverage
- TB, Tdap, MMR, Varicella, HepB, Annual Influenza, COVID-19
- Drug screen
- Background check
- Malpractice Insurance Coverage (\$1M per incident, \$6M aggregate) – must be at individual level
- Student Unencum. RN & APRN License & APRN Board Certification
- Student Resume
- OFE Approval Letter/Scheduled in Project Concert (once all PAC documents are received and approved, you will receive this from OFE.)

All documents must remain current throughout the practice immersion experience.



Did you PAC for practice immersion?

Students are required to review the DNP Practice Immersion Handbook which details the practice immersion requirements and expectations.

Each student is required to PAC at least 16 weeks prior to each practice immersion course (and remain current), otherwise, the student shall not:

- Enroll in a practice immersion course or progress on time
- Be on site/perform practice immersion activities
- Log hours into Project Concert

Need assistance?

Contact your Clinical Placement Coordinator (listed in your student portal).

We are dedicated to your success!