

## Appendix M - FNP Hours & Journals Breakdown Matrix

The program has specific requirements for both hours and journals that students must fulfill. These include minimum hours requirements and maximum hours limits across various categories such as general course and program hours, preceptor types, and clinical types. Similarly, for journals, there are minimum requirements to be met.

FNP Hours & Journals Breakdown Matrix			
Category	Minimum Requirement	Required Limit (Do not exceed)	Guidelines
<b>General</b>			
Course Total	135 hours		Hours do not roll over from course to course. Each course requires a minimum of 135 approved hours during the course dates. Only experiences with an OFE approval letter and entries approved by course faculty may be counted.  Every patient should be logged as a journal. Evidence of journals are required to support hours. If sufficient journals are not submitted by the student, it is at the faculty's discretion to reject hours.
Program Total	540 hours		Only experiences with an OFE approval letter and entries approved by course faculty may be counted.  Every patient should be logged as a journal. Evidence of journals are required to support hours. If sufficient journals are not submitted by the student, it is at the faculty's discretion to reject hours.
<b>Preceptor - Students get credit by logging hours with a NP preceptor in Project Concert.</b>			
NP Preceptor	135 hours		It is recommended that the majority of the FNP clinical experience be at a family practice with a FNP preceptor.
<b>Clinic or Specialty Type - Students get credit by logging hours with the appropriate clinic type in the "Type of Practice" field in Project Concert.</b>			
Family Practice/Primary Care Clinic	135 hours		It is recommended that the majority of the FNP clinical experience be at a family practice with a FNP preceptor. If the primary care practice only sees adults, the student must obtain a pediatrics rotation to achieve the required journals.
Pediatrics, Geriatrics, or Women's Health Clinics or Preceptor Specialty*			Students should be prepared to complete sufficient hours in these areas to meet journal requirements.
Urgent Care Clinic*	No minimum requirement.	135 hours	Hours spent in an urgent care are not considered family practice. Students shall not complete more than 135 hours in an urgent care. Urgent care is not approved for FNP 592.
Optional Specialty Clinic (including telehealth-only clinic) or Preceptor Specialty*	No minimum requirement.	40 hours	See Appendix I for full details. There is a list of appropriate and inappropriate optional specialties. It is recommended to complete optional specialties only after meeting core/required specialty requirements (hours/journals) for family, women's health, pediatrics, and geriatrics. Unless already approved, effective July 2024, obtaining approval from the FNP Program Director is necessary if a student wishes to use an optional specialty prior to FNP597.
Telehealth	No minimum requirement.	40 hours	A telehealth-only clinic will count toward your optional specialty and Telehealth MAX. If a student is doing telehealth as a part of their experience in a physical clinic, this must be approved in advance, be within the strict scope of the FNP Clinical Handbook, and must be limited to 40 hours for the entire program.
<b>Patients - Students get credit by logging Journals and selecting the appropriate "Specialty" field and for Pediatrics the "Age group" field in Project Concert.</b>			
Pediatrics Patients	80 (see breakdown) journal entries		Students may see these primary care patients in a family practice or pediatrics clinic. See Appendix I for full details.
Newborns to infant (0 to <12 mo)	15 journal entries		
Children (ages 1-12)	50 journal entries		
Adolescent (ages 13-17)	15 journal entries		
Geriatrics (65+) Patients	100 journal entries		Students may see these primary care patients in a family practice or geriatrics clinic. See Appendix I for full details.
Women's Health & OB/GYN Patients	40 journal entries		Students may see these primary care patients in a family practice or women's health clinic. See Appendix I for full details.
*When a student is approved for a specialty or optional specialty experience, it is advised that the student complete that experience within the dates of a single course/rotation. For example, the experience should not be broken up over several courses.			