SCHOOL OF NURSING
GEORGIA COLLEGE & STATE UNIVERSITY

DOCTOR OF NURSING PRACTICE PROGRAM HANDBOOK

Georgia College & State University
School of Nursing

Fall 2023 Cohort

Contents

Welcome to the DNP Program

Welcome to the Georgia College & State University, the College of Health Sciences, and the School of Nursing. At Georgia College, tomorrow's nurses are educated as if lives depend on it! Students are uniquely prepared for nursing through liberal arts integration in the curriculum leading to students' understanding of clients as unique, holistic individuals.

As a student of nursing, you will be challenged to acquire the scientific knowledge and skills of the discipline of nursing, internalize the behavior of a professional nurse, develop technical and decision-making skills, incorporate ethics into your practice, and develop awareness of your own and others' value systems as a context for professionalism. This will require hard work and commitment on your part but will be a remarkable experience you will treasure for a lifetime, resulting in a career that will give you an endless sense of having made a difference in the world.

This is an incredible journey. We are excited that you have chosen GCSU for that journey and we, the faculty, will do everything we can to support your success as we take the Journey alongside you.

- The Nursing Faculty -

Purpose of the DNP Handbook

This handbook, prepared for Doctor of Nursing Practice (DNP) students, provides specific information about nursing that supplements – but does not replace – the University's Graduate Catalog. An electronic copy will be provided to each student during orientation/immersion. You are expected to read this handbook, abide by the policies, and be directed by its many features to help you be successful in your DNP journey. Failure to read these sources will not excuse students from abiding by policies and procedures described in them. Students will be required to verify that they have reviewed the handbook.

The handbook is prepared and revised annually for the use of administrators, faculty, students, and staff. Suggestions regarding clarification or addition of topics are welcome. The School of Nursing reserves the right to make changes to this handbook including changes in policies and procedures as deemed appropriate and necessary. All changes will be promptly communicated to students, faculty, and staff.

Commission on Collegiate Nursing Education (CCNE) Accreditation

The DNP program is accredited by the Commission on Collegiate Nursing Education*.
The contact information for the CCNE is:

> 655 K Street NW Suite 750
> Washington, D.C.
> 202-463-6930

* The Nurse Midwifery track currently holds ACME Pre-accreditation status. Full accreditation will be pursued following graduation of the first cohort of students. Please see the separate Nurse Midwifery Handbook for information regarding this program.

School of Nursing Mission, Vision, Philosophy, Concepts

Mission
In concert with the Georgia College liberal arts mission, the School of Nursing is committed to the formation of nurse leaders to engage in evidence-based practice, lifelong learning, and civic participation in a health information intensive environment through the development and mastery of clinical reasoning, professional nursing skills, and values. The Family Nurse Practitioner program prepares nursing professionals to

fulfill primary care advanced practice roles in rural and underserved areas. The Psychiatric Mental Health Nurse Practitioner program prepares nursing professionals to fulfill mental health advanced practice roles in rural and underserved areas. The Women's Health Nurse Practitioner program prepares nursing professionals to fulfill women's health advanced practice roles in rural and underserved areas. The Nurse Educator program prepares nursing professionals to address educational needs in academic and healthcare organizational settings.

Vision

The GC School of Nursing aspires to be recognized as a national leader in nursing education. GC nurses will serve at the forefront of the changing healthcare delivery system.

Philosophy

Georgia College's School of Nursing builds the philosophy by defining the basic concepts that comprise the discipline and science of nursing. These concepts are health, nursing, environment, education, and person.

Health
Health is the dynamic integration of the physical, psychological, spiritual, cognitive, and socio- cultural well-being of individuals, families, groups, and communities. The meaning of health varies between individuals and cultures and is universally accepted as more than being free of disease or infirmity. Health beliefs and practices are impacted by the affordability and accessibility of health care.

Nursing
Nursing is the protection, promotion, and optimization of health and abilities, prevention of illness and injury, alleviation of suffering through the diagnosis and treatment of human response to actual or potential health problems for health promotion, disease prevention, and advocacy in the care of individuals, families, communities, and populations (American Nurses Association, 2010a, p. 1).

Environment
The environment is the accumulation of physical, physiological, social, cultural, spiritual, economic, and political conditions that interact with and influence the human experience. The interaction is constant, and the environment can be altered to influence health outcomes. Nursing can create and sustain a culture of safety and quality health care that can transform the environment by creating a safe workplace that produces optimal patient outcomes.

Education
Nursing education is an active process where the student develops and masters clinical reasoning, professional nursing skills and values that enable graduates to thrive in a health information intensive environment. The minimal level of education for entry to professional nursing practice occurs at the baccalaureate level and mastery occurs through graduate education and life-long learning.
- *Clinical reasoning is a cognitive process of thinking where data is reviewed and analyzed to improve health outcomes.*
- *Professional nursing skills are developed through integration of theoretical knowledge and guided clinical practice.*
- *Professional nursing values are the consistent demonstration of altruism, autonomy, human dignity, integrity, and social justice.*

Person

Person is a complex, unique, holistic individual with inherent worth and dignity. The meanings a person attaches to life experiences are influenced by the environment, developmental level, group membership, culture, and ethnicity. The person has the power to identify their own life choices. Approved NFO, last updated 4/4/2011

Program Overview

The DNP program at the Georgia College School of Nursing prepares students to lead healthcare innovations and influence policy founded on analytic principles and evidence- based practice at the highest organizational level. At Georgia College, students will forge their own intellectual paths. The curriculum culminates in an intense Translational Research and Clinical project defined by the student's interest and expertise. Students will address significant problems in a select practice setting. The program offers extensive opportunities for collaboration on challenging healthcare issues.

DNP Program Outcomes
(mapped to AACN Graduate Domains 2021)

1. **Model exemplary communication through collaboration, partnerships, presentations, and scholarly writing.**
   AACN Domain 10 : Personal, Professional, and Leadership Development
   AACN Domain 4: Scholarship for Nursing Discipline
2. **Transform healthcare outcomes through evidence and scholarly inquiry.**
   AACN Domain 4: Scholarship for Nursing Discipline
3. **Exhibit leadership to create effective healthcare delivery systems.**
   AACN Domain 10: Personal, Professional, and Leadership Development
4. **Exemplify ethics as a foundation for practice and risk management.**
   AACN Domain 9: Professionalism
5. **Use cultural expertise to develop healthcare models that influence universal health seeking/ health promotion behaviors.**
   AACN Domain 2: Person-centered care
6. **Foster the integration of evidence- based clinical prevention and health services for individuals, aggregates, and populations.**
   AACN Domain 5: Quality and Safety
   AACN Domain 3: Population Health
7. **Advocate for social justice and equity in healthcare through leading redesign of regulatory, legislative, and public policy.**
   AACN Domain 9: Professionalism
8. **Facilitate multidisciplinary collaboration in the development and implementation of effective healthcare delivery systems.**
   AACN Domain 6: Interprofessional Partnerships
9. **Use informatics for the improvement and transformation of healthcare.**
   AACN Domain 8: Informatics and Healthcare Technologies
10. **Demonstrate advanced [specialist] levels of clinical judgment, systems thinking, and accountability in designing, delivering, and evaluating evidence-based care to improve patient outcomes.**
    AACN Domain 1: Knowledge for Nursing Practice
    AACN Domain 7: Systems-based Practice

Program of Study

The 37-credit DNP program is a post-master's degree, offered in a convenient online, executive-style format designed for the busy working professional. The program can be completed in five semesters of full-time study or eight semesters of part time study. The curriculum is derived from the Essentials of Doctoral Education for Advanced Nursing Practice (AACN, 2006; Updated 2021), American Nurses Association (ANA) Scope and Standards of Practice, ANA Code of Ethics for Nursing, Quality and Safety Education for Nurses (QSEN).

To earn a DNP degree, students must earn a minimum of 1000 supervised graduate level clinical hours. Incoming students are expected to have earned 500 of these clinical hours during their MSN program. Students who do not meet this 500-hour requirement will require additional clinical hours upon coming into the program (i.e., did not have 500 clinical hours in their MSN program to bring in) must have this built into their program of study upon acceptance to the DNP program, and must begin the DNP program in part-time status. After students are admitted to the University and accepted to the DNP program, the student will work with the DNP program coordinator to develop a program of study (POS) depending on clinical hour requirements and admission status (full-time vs part-time). The POS will outline the courses required each semester.

Once the program of study is on file, students should register for courses as early as possible. Registration is available by logging into your Unify account and selecting the PAWS tile. See the Academic Calendar for registration dates for more information.

Orientation and Attendance

The DNP student is expected to attend all scheduled classes (either face-to-face or synchronous online) and to arrive promptly.

An **on-campus orientation and immersion** for new DNP students will be held during the first week of the first semester of the program. The entire orientation and immersion experience is required for all students.

Synchronous online classes will be scheduled each Thursday during the program. Classes are held using online communication platforms such as Web Ex, Zoom, or Teams. Training on the use of the desired platform will be provided during immersion week. Students are expected to have the appropriate computer, internet connection, and headset with microphone. Sessions are recorded in case of emergency for students who must miss class. This does not, however, negate the need for the student to be present on a regular basis. It is expected that students attend online class on a computer rather than a phone or tablet. Attendance requirements are further addressed in policy 3003 linked below.

Students who demonstrate excessive absences or tardiness will be counseled individually. In the event of an absence students should:
1. Notify the nursing faculty member prior to class if they expect to be absent due to personal or family illness death of a relative/close friend, or for participation in approved co-curricular activities.
2. Make arrangements with the nursing faculty member for missed assignments or examination according to the guidelines in individual course syllabi. Students may be given an alternate form of the examination.
3. Understand that many DNP courses specify a percentage of course grade for class participation. Students cannot participate if absent or late; consequently, the grade will be adversely affected by absence or tardiness.

Academic Advising/Mentoring

The purpose of advising in the graduate nursing program is to assist the graduate nursing students to be successful in their programs of study. Academic advising is a shared responsibility between students, faculty and staff. Each DNP student is assigned to the DNP Coordinator as their Faculty Advisor upon admission to the program. If you are unsure who your academic advisor is, you can locate that information by logging into your Unify account and selecting the PAWS tile. Once in PAWS select the Student Services tab at the top of the screen. Here you will be able to view your academic information including your advisor name. Appointments (virtual or in person) with academic advisors are encouraged to discuss coursework, programs of study, and opportunities for clinical placement and to release advisor holds for registering for classes.

Specific Aims of Advising
1. Students will receive effective advising consistent with GC, College of Health Sciences, and School of Nursing Guidelines.
2. Students will actively participate in the advising process
3. Successful completion of program of study

Advisor Responsibilities
Graduate students can expect their advisors to:
1. Understand and effectively communicate the University policies and procedures.
2. Provide information about and strategies for utilizing available campus resources and services.
3. Monitor and accurately document the advisee's progress toward meeting curricular goals.
4. Maintain confidentiality.
5. Be accessible via posted office hours, scheduled virtual appointments, email, and/or telephone.

Advisee Responsibilities
The advisees are ultimately responsible for their educational success and are expected to:
1. Participate in mandatory graduate orientation.
2. Read the University Catalog and Graduate Handbook.
3. Schedule regular appointments or make regular contact with their academic advisor.
4. Make use of campus services and resources to enhance your personal and academic success.
5. Be prepared for each advisement meeting with questions and discussion points.
6. Accept responsibility for own decisions.

ANA Code of Ethics for Nurses

All professional nurses are expected to provide ethical care. All students should review the American Nurses Association (ANA) Code of Ethics for Nurses.

Georgia Registered Professional Nurse Practice Act

Graduate nursing students are to comply with Georgia Board of Nursing Rule 410-10-.01, Standards of Practice for Registered Professional Nurses. In addition, graduate nursing students shall understand the definition and consequences of unprofessional conduct and practice as outline in Georgia Board of Nursing Rule 410-10-.03. Professional behavior is expected in all areas of their lives: academic, work, and personal. The professional standards that are expected of nurses translate to the use of social media as well. Students who through unprofessional conduct are unable to maintain an unencumbered license in their state of practice

will be withdrawn from the graduate program.

University Policies

The School of Nursing (SON) follows the policies and procedures outlined in the University Graduate Catalog. This includes but is not limited to grievances, appeals, and petitions; transfer and transient credit; graduation requirements, and the student code of conduct.

Transfer and Transient Credit
Transfer credit applied toward the DNP degree requirements from another ACEN or CCNE accredited school may be possible. Contact the DNP Coordinator to inquire. In addition, consult the University Graduate Catalog for policies related to transfer credit. Students may transfer a maximum of 9 credit hours. Students may take classes at another University as transient students. Students should contact their academic advisor for more information.

Grievances, Appeals, and Petitions
The School of Nursing (SON) follows the policies and procedures outlined in the University Graduate Catalog regarding academic and non-academic grievances and appeals. These can be found in the Graduate Catalog under Grievance and Appeals

Student Code of Academic Conduct
Graduate students are expected to comply with all aspects of the Georgia College Student Code of Academic Conduct Policy and should understand the definition and consequences of Academic Dishonesty including the use of copyrighted materials. Additional information is located in the University System of Georgia Copyright Policy.

Health Insurance and Waiver
The Georgia Board of Regents requires all nursing students to obtain student health insurance. The fee for this service is added to tuition each fall & spring unless a waiver is completed.

Graduate students who already have health insurance may complete a waiver from USG Student Health Insurance Program (SHIP) by completing a form found HERE. Information about this will be distributed by the GCSU Business Office each fall and spring semester. Questions regarding the student health insurance policy and the waiver procedure should be directed to the Business Office (478-445-5254; email **businessoffice@gcsu.edu**.)

Readmission of Graduate Students:
The School of Nursing (SON) follows the policies and procedures outlined in the University Graduate Catalog regarding readmission of graduate students. Click HERE to access the current policy.

Religious Observance Policy
The School of Nursing (SON) follows the policies and procedures outlined in the catalog regarding the observance of religious holidays. The policy can be located HERE. Students who miss a class in observance of a religious holiday or event are required to notify each instructor with a Religious Observance Faculty Notification Form (found on the policy website) within the first week of class on the semester in which the observance occurs and to make up any missed coursework.

Assistance for Student Needs Related to Disability
If you have a disability as described by the Americans with Disabilities Act (ADA) and the Rehabilitation Act

of 1973, Section 504, you may be eligible to receive accommodations to assist in programmatic and physical accessibility. The Student Disability Resource Center can assist you in formulating a reasonable accommodation plan and in providing support in developing appropriate accommodations to ensure equal access to all GC programs and facilities. Course requirements will not be waived, but accommodations may assist you in meeting the requirements. For documentation requirements and for additional information, we recommend that you contact the Student Disability Resource Center located in Russell Library 109 at 478-445-5931.

Student Mental Health
In order to best meet the needs of students and their mental health, the University System of Georgia (USG) and Georgia College provide 24/7 counseling through **Christy Campus Health** (833-855-0085) alongside on-campus Counseling Services (478-445-5331).

Electronic Recording Policy
Electronic video and/or audio recording is not permitted during any class unless the student obtains permission from the instructor and every student present. If permission is granted, any distribution of the recording is prohibited. Violation of this policy is grounds for removal from the class and referral for disciplinary action. Students granted specific electronic recording accommodations from Disability Services do not require special permission; however, the instructor must be notified. Any distribution is prohibited.

Graduation Requirements
The School of Nursing (SON) follows the policies and procedures outlined in the University Graduate Catalog regarding graduation requirements. The academic policy can be located HERE. Questions about graduation may be directed to the student's academic advisor or the Office of the Registrar.

Nursing Policies

The graduate student is expected to adhere to School of Nursing Policies and Procedures while in the learning environment.

Campus Laboratory Policy & Guidelines (Appendix 1001A – Lab Rules): Policy #1001
The purpose of this policy is to support safety and professional practice in campus laboratory activities.

GC Dress Code Policy: Policy #1002
The purpose of this policy is to outline undergraduate and graduate expectations related to dress code.

Standard & Transmission-Based Precautions: Policy #1003
The purpose of this policy is to provide guidelines for the prevention of pathogen transmission in the laboratory and clinical setting. Guidelines for education and post-exposure treatment are also included.

Student Accident/Injury Policy #1004
The purpose of this policy is to provide information and guidance to faculty and students regarding what to do when injury or exposure occurs. A School of Nursing incident/injury report is to be completed by the student and faculty member as soon as possible after the incident. The faculty member will notify the Director of the School of Nursing (478.445.5122) as soon as possible. The clinical agency may request that an incident report be completed there as well.

Georgia College, the GC College of Health Sciences and the School of Nursing assume no responsibility for

the risks or the costs as a result of a student exposure or injury.

Student with Chemical Impairment: [Policy #1005](#)
The purpose of this policy is to provide guidance for faculty and students related to suspected chemical impairment.

GC Sim Policy and Procedure Manual: [Policy #1010](#)
The purpose of this policy is to provide guidance related to the Simulation and Translational Research Center and the Campus Skills Lab.

Graduate Online Testing: [Policy #3000](#)
The purpose of this policy is to provide information and guidelines to faculty and students regarding testing in the program.

Graduate Faculty Testing: [Policy #5012](#)
The purpose of this policy is to provide guidance to the student and faculty regarding exam administration, test review, and exam absences.

Admission, Progression, and Dismissal: [Policy #3001](#)
The purpose of this policy is to provide faculty and student guidance regarding the application, admission, advising, progression, re-entry, and dismissal guidelines.

Student Orientation & Onboarding: [Policy #3002](#)
The purpose of this policy is to guide the onboarding process for new graduate students. Orientation and Immersion will be held in the first week of the first semester of the program for each DNP cohort. The entire Immersion experience is **required** for all students.
Students will be provided with dates and instructions once they are accepted to a DNP cohort.

MSN Course and Clinical Guidelines: [Policy #3003](#)
The purpose of this policy is to provide general guidelines for students and faculty related to course and clinical experiences.

Students must meet any clinical agency requirement and maintain professional liability insurance throughout the GCSU DNP program. DNP students must hold an unencumbered license in the state where they will complete their clinical experience. Criminal background checks and urine drug screens may be required by some clinical agencies. The student and clinical agency will make arrangements for the required screening per the clinical agency protocols.

Clinical evaluation for the DNP degree is the Translational Research and Clinical Project. The clinical hours related to the project will be logged into the electronic documentation management system. The hours will be logged regularly. Please see information under Translational Research and Clinical Project for additional information.

APRN Graduate Student Safety: [Policy #3005](#)
The purpose of this policy is to provide the APRN student with guidelines regarding safety issues during clinical rotations.

Technology Requirements and Resources

A list of Student Technology Resources including computer recommendations, software downloads, and Microsoft Teams information can be located HERE. If you have questions regarding minimum technology requirements for laptop and desktop computers, as recommended by GC, please contact SERVE at 478-445-SERV (7378) or a serve@gcsu.edu.

Computer software can be purchased with significant discounts at Software Resource & Services because of a University System of Georgia contract. Approved software can be purchased online and postal mailed to the student's home. Additionally, students can download Microsoft Office 365 for free through UNIFY and also get 7GB of storage for use while they are a student at GC.

Laptop computers, iPods, iPads, digital cameras, and other resources are available through GC Library and Information Technology Center (LITC). Poster printing services are also available through the library services. Printing costs per square inch printed payable through the pay-for-print system with a Bobcat card. It is available to students and faculty. A standard 36x48 poster would have an average cost of $34.56. Print time varies with size but may take 30-45 minutes.

The ***D2L Learning Management System*** is used to teach on-line portions of graduate courses. All courses use D2L learning management system as a support tool and faculty expect that graduate students are computer-literate. Training for using this system will be provided during immersion orientation. Additional assistance can be accessed by calling Center for Teaching and Learning (CTL) @ (478) 445-2520.

Beginning when the student is accepted to the program, **all communication between Georgia College and the student will be managed with the students campus email address or through the learning platform**. Campus email can be accessed by logging into Unify with your user name and password. Course email can be accessed through Georgia View, also through Unify. Problems with email should be directed to the SERVE Help Desk at 478-445-7378 or a serve@gcsu.edu.

GC Graduate Writing Guidelines and Resources

Students enrolled in graduate programs at the Georgia College & State University School of Nursing are responsible for ensuring that assignments and major papers meet the formatting requirements of the program of study. The Georgia College School of Nursing has adopted the *Publication Manual of the American Psychological Association*, 7th edition (referred to as the APA Manual) as the official guide for preparation of written work within all programs. This guide has been developed to assist students in preparation of written work in compliance with the guidelines. This document will also guide the student in adapting the guidelines to meet specific School of Nursing requirements.

General Criteria
Because written assignments reflect the student's knowledge of content, as well as professional communication skills, they should be prepared with care. The following general guidelines should be followed in additional to any course specific criteria.

1. Typewritten in Microsoft Word and saved as a .doc or .docx document. (It is the student's responsibility to seek assistance with using the Microsoft Office software.)
2. Containing appropriate resources that are of high quality.
    a. The most current information (generally written within 3-5 years).

b. Information should be from peer- reviewed resources.
c. Seminal (important & influential) works should take precedence in certain situations.
d. Primary sources -the author who did the research was the person who wrote the article – are preferred.
e. Secondary sources -the author refers to an article written by another person – may be appropriate in certain circumstances.
3. Written in accordance with the latest APA Manual guidelines unless otherwise specified by faculty.
a. Purchase of the APA manual is required for all graduate students.
4. Composed using correct sentence and paragraph structure.
5. Written using correct grammar and spelling.
6. Presented in a professional manner.
7. Prepared according to criteria specified in the course requirements and The GC Graduate Writing Manual Guidelines.

Turnitin Plagiarism Detection Software
Faculty reserve the right to use plagiarism detection software. This software is built into the learning management system and students should assume it will be active for all assignments. The School of Nursing prohibits students from using other individual's work or ideas and passing them off as their own. All resources should be appropriately paraphrased and cited to avoid a charge of plagiarism. If plagiarism is detected, it is punishable by receipt of a grade of 0 for the assignment, a failing grade for the course, or possible expulsion from the university. See above link to the University Policy titled "Student Code of Academic Conduct."

The Writing Center
The Writing Center is a free service available to all members of the university community. They provide both synchronous and asynchronous assistance and tutoring for graduate students. More information about the writing center can be located HERE. A Graduate Assistant is available to assist DNP students with individual writing assignments. Information about contacting the Graduate Assistant will be provided at the orientation/immersion.

Graduate Library Services
Russell Library has dedicated research librarians ready to assist our students. Services provided include:
- One-on-one research assistance
- An overview of library sources
- Literature review instruction
- Citation assistance (primary and secondary sources etc.)
The research librarians are available by phone (478) 445-0981 or email Edward.whatley@gcsu.edu

Galileo Digital Library
GALILEO stands for GeorgiL Library LEarning Online. GALILEO is an online library portal that allows Georgia College students and faculty access to subscription only information that isn't available through free search engines or Web directories. You can access GALILEO databases with your Unify credentials through the Georgia View learning platform or using the link located HERE. Some items or databases may prompt you for a GALILEO password, which changes every semester. Students can retrieve the password from their library account, where students can also renew checked out items.

EndNote/Personal Bibliographic Software
Students are expected to use the most current personal bibliographic manager supplied by the university to retrieve citation information from digital libraries and to cite references in scholarly papers. Georgia College provides free access to EndNote personal bibliographic software. The software license allows students to

download EndNote to a flash drive or laptop and to install the software on student personal computers. The software is compatible with Windows and Mac operating systems. Students are encouraged to download the software during Orientation/Immersion and will receive software training. The EndNote website provides additional tutorials and support.

Study Abroad and Nursing International Exchange Opportunities

The College of Health Sciences has international exchange agreements with several universities. Graduate students in good standing within the University may apply for an international exchange experience during their academic program. Academic requirements and scheduling are negotiated between graduate course faculty at GC and the respective faculty abroad. For further information on the international exchange possibilities, please visit the GC International Exchange website and consult Dr. Sallie Coke/ sallie.coke@gcsu.edu.

Multiple study abroad activities are also available through the School of Nursing. Every fall, students are encouraged to participate in a study abroad to Honduras and every spring to Tanzania. Cost and academic credit vary depending on experience and course registration. For further information on the study abroad opportunities please contact Dr. Sallie Coke (sallie.coke@gcsu.edu) for Honduras, or Dr. Catherine Fowler (catherine.fowler@gcsu.edu) for Tanzania.

Scholarships

General information concerning scholarships, awards, prizes, and grants may he obtained from the scholarship committee. Contact the GC Financial Aid Office at 478.445.5149.
Georgia Nurses Foundation, Inc.
The Georgia Nurses Foundations offers scholarships and awards on an annual basis.

Georgia Association for Nursing Education (GANE)
GANE offers the Spillman-Bischoff scholarship for graduate nursing students. Visit their website for more information.

Theta Tau Nursing Scholarship
Sigma awards the Helene Fuld Trust Scholarship on an annual basis. See the website for more information.

Graduate Research Travel Grant
Designed to support the costs associated with presentation of their own original scholarship at professional academic conferences, the Graduate Research Grant is available in the fall and spring each year. Deadlines are October 15 and February 15 respectively. Information and applications can be accessed HERE.

Graduate Assistant Traineeship
A limited number of graduate assistantships are offered within the School of Nursing. These provide graduate students an opportunity to work directly in their program of study in exchange for a tuition and fee waiver, along with a monthly stipend. Additional information and applications can be found HERE.

Awards and Honors

Outstanding Graduate Student
The purpose of the award is to recognize an outstanding DNP student in the areas of clinical performance,

community service or service learning, and scholarly activities. Students are encouraged to develop a portfolio which documents their development as a DNP prepared nurse, emphasizing the following areas: involvement with national or local nursing organizations in their area of expertise, university involvement, community service in the area of nursing, and the development of an evidence-based practice in their area of expertise.

The Graduate Committee will announce a call for students who are graduating to apply for Graduate Student Awards each spring semester. Students will be notified of the application process and deadlines during their final semester in the program.
1. Students whose graduate grade point average falls between a 3.50 and 4.00 are eligible to apply for this award.
2. Eligible students will submit the following documents:
   a. A cover letter addressing the criteria
   b. A current curriculum vitae
   c. At least one supporting letter from a preceptor
   d. At least one supporting letter from a faculty member who is not a voting member of the Graduate Committee.
   e. Other relevant documents
3. The Graduate Committee will review applications and make recommendations.

Participation in the University Community

University-Level Committees
Graduate students are invited to serve on a number of committees at the University level in order to provide the unique perspective of the graduate nursing student to the group's work. If you have interest in serving on a university-level committee, please contact the Director of Nursing programs at josie.doss@gcsu.edu.

School of Nursing Committees
Several standing and ad hoc committees exist to enable much of the work of the College of Health Sciences and the Nursing Program. If you are interested in serving on the Nursing Faculty Organization (NFO), please contact the Director of Nursing at josie.doss@gcsu.edu.
Student representatives will be excluded during admission/progression deliberations.
** Ad Hoc committees may be established by any standing committee or the Director and continue to function until their assignment is complete.

The Translational Research and Clinical Project

"There are many past, present, and projected healthcare dilemmas that call for healthcare transformation. Nurses, as members of the healthcare team, are expected to assume a prominent role in addressing these dilemmas. Nurses cannot be expected to significantly impact healthcare transformation unless their educational preparation provides them with opportunities to learn and employ scholarship, leadership, and teamwork skills to advance practice. ***A scholarly work that aims to improve clinical practice, therefore, is required of students completing a practice doctorate in nursing.*** Collaboration with practice partners whenever possible will maximize the impact of the student experience (AACN Essentials, 2021)."

Clinical doctoral degrees are distinguished by the completion of a Translational Research and Clinical project that demonstrates a student's ability to synthesize and apply learning that lays the groundwork for future practice and scholarship. The Doctor of Nursing Practice (DNP) Translational and Clinical Project is a scholarly experience that implements principles of evidence-based practice and science under the guidance of

the student's Doctoral Committee. The DNP Translational and Clinical Project is designed to blend a student's professional interests and experience with the skills and knowledge gained throughout DNP courses. A project topic will be identified by the student early in the program and completed throughout the course of study.

Unlike a dissertation, the DNP Translational and Clinical Project may take a number of forms depending on institutional requirements and student specialty area. Evidence based practice is the common methodology that undergirds all of the varied projects forms. All projects are designed to improve either clinical outcomes or to resolve the gap between evidence and implementation of the evidence in clinical practices and community policies. See the appendix for examples of the types of Translational and Clinical Projects that meet the requirements for the DNP degree.

Key elements in any project include:
1. Problem identification
2. A search, analysis, and synthesis of literature and evidence
3. Translation of evidence to construct a strategy or method to address a problem
4. Design of a plan for implementation and actual implementation when possible
5. Evaluation of outcomes, process, and experience.
6. Additional elements as deemed necessary by faculty.

Practice Hours
To earn a DNP degree, students must earn a **minimum of 1000 supervised graduate level clinical hours**. Incoming students are expected to have earned 500 of these clinical hours during their MSN program. Students who do not meet this 500-hour requirement will require additional clinical hours upon coming into the program (i.e., did not have 500 clinical hours in their MSN program to bring in) must have this built into their program of study upon acceptance to the DNP program, and must begin the DNP program in part-time status. After students are admitted to the University and accepted to the DNP program, the student will work with the DNP program coordinator to develop a program of study (POS) depending on clinical hour requirements and admission status (full-time vs part-time). The POS will outline the courses required each semester.

An additional 540 clinical practice hours are build into the DNP program. At the DNP level, practice hours are calculated at a 1:4 ratio with 1 semester hour being equivalent to 4 clinical practice hours per week or 60 over the course of a 15-week semester. Five DNP courses include clinical practice hours and are to be utilized for the Project:
- NRSG 8300 (Planning)
- NRSG 9300 (Planning)
- NRSG 9400 (Planning)
- NRSG 9310 (Implementing)
- NRSG 9320 (Evaluating and Disseminating).

As part of the clinical practice requirement, students select a specialty practice site to fulfill practice hours and complete the Translational Research and Clinical project under the supervision and mentorship of a practice expert. The specialty practice site may be any healthcare practice setting, including, but not limited to, a clinical agency, school, health department, private provider practice setting, educational institution, or government organization. A **Memorandum of Understanding (MOU), Approved Internal Review Board (IRB)** and/or a **Statement of Mutual Agreement** are required prior to beginning any practice hours. The Statement of Mutual agreement is explained in the frequently asked questions section of this handbook.

Both direct hours (hours spent at the practice site with the practice expert) and indirect hours (hours spent

working on the DNP Translational and Clinical Project, but not necessarily in the practice site) are counted as clinical practice. The nature of practice hours is mutually agreed upon between the students, the Doctoral Committee and cooperating agencies. Clinical hours are documented on a regular basis using an electronic documentation system. (Satisfactory completion of a "tangible and deliverable academic product" documents completion of practice hours.) The clinical hours for the DNP are documented using an **electronic clinical system** and an **electronic portfolio**. Students will be provided with information and training for both systems during orientation/immersion.

DNP Translational and Clinical Project Committee
The DNP committee will consist of at least three members-two from within the Georgia College School of Nursing and one community member.

Communication: Regular communication between the student and his/her Doctoral Committee is essential for a successful DNP Translational Research and Clinical experience. This communication is expected to be respectful and professional. The primary mode of communication is email and the electronic documentation system. Committee meetings will be conducted using web conferencing, via telephone conferencing or face to face. Email and phone contact information for committee members is documented on the Doctoral Committee Agreement. The DNP student is responsible for leading their committee meeting with the guidance of the committee chair. Students should allow 48 to 72 hours for response to email communications and 2 – 3 weeks for feedback on written drafts submitted to committee members for review. Students and faculty are required to use the Georgia College accounts for all email communication.

Project Chair: The chair must be a Georgia College nursing faculty member with graduate faculty status. They may be the student's DNP advisor or another faculty member. The selection of the chair must be documented on the ***Doctor of Nursing Practice Translational Research and Clinical Project Request for Appointment of Doctoral Committee*** form with all required signatures and submitted to the DNP coordinator **no later than the last day of class in which the student is enrolled in NRSG 8300.** The faculty member who is invited to become chairperson of the committee may defer acceptance until the candidate has submitted a specific area of inquiry or a beginning Translational Research and Clinical project problem that the candidate has independently identified.

The role of the chairperson includes:
1. ensure IRB compliance (if needed), guide the preparation of the Translational Research and Clinical project proposal, the project development, implementation, and evaluative process, and the final project write-up.
2. ensure that the entire committee meets with the student at least once before the candidate's Translational Research and Clinical project proposal is submitted for review and approval.
3. There will be at least two meetings of the entire committee, one for the defense of the project proposal and one for the final presentation and evaluation of the project when it is completed.
4. Ensure that the project is of use to the clinical agency in which it is being executed.
5. Ensures demonstration of significant rigor to lead to a publishable product.
6. Ensure documentation of student progress by submitting electronic copies of the following documents to the School of Nursing Graduate Administrative Assistant.
   a. Request for Appointment of Doctoral Committee
   b. Request to Change a Doctoral Committee
   c. Committee Approval: DNP Translational Research and Clinical Project Proposal
   d. Committee Approval: DNP Translational Research and Clinical Project
   e. Committee Approval: DNP Translational Research and Clinical Project Dissemination
   f. DNP Checklist

Project Committee: After the Project Chair has been identified, the student should meet with them to determine his/her Project Committee. **The committee should be constituted no later than the end of NRSG 9300.** In addition to the chair, a second member should be selected from the GC SON faculty. It is highly recommended that the third member of the committee be from the organization or clinical site where the student will conduct the project or an expert in the area of clinical interest that the student is exploring. The outside committee member under consideration will be required to submit a CV to the committee chair for approval. All members should bring expertise in the clinical nursing phenomena of interest, the methodology used in the project, or other knowledge related to the student's DNP Translational and Clinical Project. Once the committee is selected, the student must file the *Doctor of Nursing Practice Translational Research and Clinical Project Request for Appointment of Doctoral Committee* form with the Graduate School. The committee must be selected before the project begins.

The role of committee members include:
1. Critique drafts of the developing Translational Research and Clinical project proposal.
2. Participate actively in the committee meeting(s) on the Translational Research and Clinical project proposal.
3. Review drafts of the final Translational Research and Clinical project, and the final Translational Research and Clinical project dissemination product.
4. Share critique and concerns with the student and the chairperson.
5. Potentially a member may actively participate in the conduct of the Translational Research and Clinical project presentation.

Student Responsibility: The student is responsible for ensuring the following documents are filed as indicated by the DNP coordinator, course faculty, and the project chair:
1. Statement of Mutual Agreement
2. Certificate of Completion: NIH Protection of Human Subjects Tutorial
3. IRB Proposal(s) approved by Committee
4. IRB Notification(s) of Approval
5. Project Proposal approved by the Doctoral Committee and Non-Plagiarism
   Affirmation
6. Final Report approved by the Doctoral Committee and Non-Plagiarism
   Affirmation
7. Dissemination Product approved by the Doctoral Committee

Translational Research and Clinical Project Steps
Step 1:   Review the DNP Translational Research and Clinical Project process and procedures.
Step 2:   Select a Project Chair
   a. Review SON faculty background experience and research agenda to determine a good fit for the project idea.
   b. Communicate with select faculty (during DNP immersion, through email, or through a scheduled meeting) to determine if they are interested in collaborating for your project.
   c. Review committee guidelines.
   d. Doctoral Committee Chairperson will file *Doctor of Nursing Practice Translational Research and Clinical Project Request for Appointment of Doctoral Committee* form.
Step 3:   Obtain a Memorandum of Understanding (MOU) with the practice site where the student will be implementing the project if required. Coordination with the student's Committee Chair will be necessary during this step.
Step 4:   Obtain and file a signed **Statement of Mutual Agreement** in regard to the DNP Translational

Research and Clinical project.

Step 5: Complete the CITI training for protection of subjects. https://about.citiprogram.org/

Step 6: Submit draft of DNP Translational Research and Clinical Project Proposal to committee members for review and feedback. Allow 2 – 3 weeks for committee review. Make recommended revisions.

Step 7: Collaborate with Doctoral Committee to schedule a proposal defense meeting. Submit the final/revised copy of the student's DNP Translational Research and Clinical Project Proposal and IRB Proposal(s) to Committee at least 2 weeks in advance of the scheduled meeting.

Step 8: Orally present and defend the DNP Translational Research and Clinical Project Proposal to the Doctoral Committee. Once approved, the Doctoral Committee Chairperson will file the Doctoral Committee approval of the **DNP Translational Research and Clinical Project Proposal Evaluation Form.** Students will file the approved proposal.

Step 9: Submit proper paperwork to the GC Institutional Review Board (IRB) and allow 4-6 weeks for the IRB response. This process could take longer during summer semesters. IRB approval and/or letter of support from the clinical agency where the project will be conducted will be required for the GC IRB and should be obtained prior to submission to GC IRB. Incomplete or unsatisfactory proposals may require revision and resubmission and extend time for approval. *Project implementation or data collection may not begin until IRB approval is formally obtained.*

Step 10: Notify Doctoral Committee Chairperson of the IRB status and file **IRB NOTIFICATION(s) of APPROVAL.**

Step 11: Implement and evaluate the approved project.

Step 12: Submit the draft of DNP Translational Research and Clinical Project Report to all Doctoral Committee Members for review and feedback. Allow 2-3 weeks for Doctoral Committee review and make recommended revisions.

Step 13: Collaborate with the Doctoral Committee Chairperson to schedule a final project defense meeting.

Step 14: Formally present and orally defend the DNP Translational Research and Clinical Project to the Doctoral Committee. Once defense has occurred the Doctoral Committee Chairperson will file the **DNP Translational Research and Clinical Project Final Approval Form** once it is completed.

Step 15: Submit the agreed upon DNP Translational Research and Clinical Project Dissemination Product to the Doctoral Committee for review and approval. Allow 2 weeks for committee review.

Step 16: Make necessary revisions and resubmit the product to the Doctoral Committee Chairperson for final approval. The Doctoral Committee Chairperson will file form with Committee approval of the **DNP Translational Research and Clinical Project Dissemination Approval Form.**

Step 17: Upon completion of all DNP Translational Research and Clinical requirements, the Doctoral Committee Chairperson will file a signed **DNP Checklist for Translational Research and Clinical Project.**

Step 18: Express appreciation to collaborating agencies and persons, preferably in writing.

Step 19: Arrange for a graduation audit and file an Application to Graduate with the Registrar's Office by the deadline. The initial application is normally filed the semester prior to the one in which graduation is anticipated.

The Clinical Project Written Report
A draft of the Clinical Project Report should be submitted to all Doctoral Committee Members for review and feedback at least 2 weeks before the final defense is scheduled. Depending on the status of the written material, the defense date may be delayed allowing time for the student to edit the document. Following the oral presentation, the student will make final edits and submit the final project to the DNP committee.

The written report should be:
1. well organized and formatted as outlined below.
2. comprehensive, characterized by logical progression of thought, good literary style, and acceptable practices of scholarly writing.
3. prepared in strict adherence with the most recent edition of the Publication Manual of the American Psychological Association (APA) published at the time the Translational Research and Clinical project is begun.

The Final Written Report and Presentation

The final oral presentation and defense of the Translational Research and Clinical Project marks the completion of the DNP program and is conducted under the auspices of the candidate's Doctoral Committee. The DNP candidate will present the final project at a public forum on the GC-School of Nursing campus in Milledgeville, GA. Specific dates will be scheduled each semester by the SON-Graduate Program for Doctoral Defense Presentations. Committee members are expected to be present on campus for the final presentation if possible. Video teleconferencing is available for committee members unable to attend the defense presentation in person. Notice of each defense presentation will be posted at the campus for public participation. Individuals invited by the candidate are also welcome to attend.

Once all academic requirements have been met, the final project presentation is scheduled. Up to two (2) hours should be allowed for the final defense meeting. The final defense of the Translational Research and Clinical project serves as the final oral comprehensive examination for the DNP program. This oral examination determines if the candidate has met all the requirements of the Translational Research and Clinical project and has completed a project reflective of practice doctoral level academic and clinical work.

Final approval of the Translational Research and Clinical project by the Doctoral Committee publicly establishes that the candidate has met all project expectations and, once all academic and clinical requirements are met, has earned a DNP and is eligible for graduation. If a candidate does not pass the DNP Translational Research and Clinical Project Final Defense, the candidate must correct any deficiencies and meet again with the Doctoral Committee. Candidates are allowed to repeat the final defense once. If the candidate fails the project defense a second time, the candidate is dismissed from the DNP program.

Candidates who do not complete the Translational Research and Clinical project within the six (6) semester hours of NRSG 9310 and NRSG 9320 --Translational and Clinical Research I and II coursework-- will be allowed to enroll in NRSG 9315 – a repeatable course, until all course work is completed for the Translational Research and Clinical Project. All components of the DNP Translational Research and Clinical Project must be successfully completed within 6 years of starting the program. Candidates failing to successfully meet all requirements of the DNP Translational Research and Clinical Project by the required date will be dismissed from the program.

Dissemination product

Dissemination is required as a condition of graduation. The dissemination product must be approved by the DNP committee **prior to** dissemination. Authorship and publication rights may be shared between the candidate and Doctoral Committee Chairperson, and/or other committee members, and are open to negotiation upon finalization of this project.

The dissemination product may take a number of different forms including:
1. Manuscript for publication;
2. Grant Proposal;

3. Consumer Education Publication;
4. Power point presentation for presentation at a professional conference;
5. Poster for presentation at a professional conference;
6. other.

PROCEDURE: Dissemination Product Approval
1. Distribute dissemination product to Doctoral Committee Members for review. Allow 2 weeks for response from committee members.
2. Revise or amend product as needed and re-submit to Doctoral Committee Chairperson for final approval.
3. Document completion of dissemination:
    a. Doctoral Committee Chairperson will send an email to the Assistant Director of Graduate Programs that includes the following in the subject line: **Candidate Name, ID#, DNP Translational Research and Clinical Project Dissemination Product Approved.**
    b. Candidate will send email to the Assistant Director of Graduate Program that includes the following in the subject line: **Candidate Name, ID#, DNP Translational Research and Clinical Project Dissemination Product.** Attach final/revised approved proposal and a signed Non- Plagiarism Affirmation.

Statement of Mutual Agreement Frequently Asked Questions
1. **What is a Statement of Mutual Agreement?**
   The purpose of the **Statement of Mutual Agreement** is to describe the shared view between the agency and the student concerning the student's DNP Translational Research and Clinical Project. The contents of this statement will vary greatly from one student to another because of the diverse nature of both projects and agencies. This guide provides an overview of factors that should be considered in creating the statement as well as the format for the statement.
2. **What should be included in a Statement of Mutual Agreement?**
   The Statement of Mutual Agreement should include the project title and a brief description of the project and resulting products.
3. What criteria should be considered and discussed with the Committee Chair and agency representative before inclusion in the Statement of Mutual Agreement?
    a. **Reference to agency.** How should the agency be referred to within the student's work? For example, by name or solely by general type of agency within a region?
        i. In the student's final report?
        ii. In the executive report?
        iii. In an abstract?
        iv. In professional presentations?
        v. In professional publications?
    b. **On-site activities**.
        i. Meetings attended as well as role and level of participation
        ii. Access to agency records
        iii. Non-disclosure expectations
    c. **Intellectual property rights.** If products with marketing potential will be produced as part of the student's collaboration with the agency or with GC School of Nursing, the student agrees to contact the Doctoral Committee Chairperson prior to any contractual agreements. The ownership or intellectual property rights are determined in advance of commercial endeavors.
    d. **Understanding regarding written and oral communication** concerning the DNP Translational Research and Clinical Project including final report, abstract, and publication or oral presentation of any aspect of the project.

     e.   Any restrictions in the discussion of project details?
            i. Does the Agency require approval prior to communicating project findings in presentations or publications?

After considering the above, write the Statement of Mutual Agreement and then obtain the signatures of the student and the agency as confirmation of the agreement. The faculty committee Doctoral Committee Chairperson's signature designates awareness of the agreement.

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Learning.

DNP Checklist for Translation Research and Clinical Project

Schedule	Activities	Outcomes/Product	Completion
Semester One (Fall)	• Work with course faculty to formulate a practice problem. • Begin review of the relevant literature. • Organize reviewed literature in a Literature Matrix • Interview doctoral faculty from the School of Nursing and select a chair for your committee. This should be done no later than 1st day of class fall semester.	• PICOT Statement • Literature Matrix • Initial Electronic Portfolio Certificate of Completion: CITI protection of Human Subjects • Completion of VAIL tutorial.	Date: _____/_____/_____ _____ Student Signature
Semester Two (Spring)	• Students should schedule weekly meeting with their chair during this semester. • Work with Doctoral Committee Chair to finalize your topic selection and identify second SON Committee Member and outside Doctoral Committee Members. • Refine/focus literature search/review and further develop project proposal outline after approval of your Chair.	• Signed Committee Appointment form – on file in Graduate Nursing Office by midterm of this semester. • Curriculum Vitae of outside committee person* presented to be on file with Graduate Nursing Office by end of the semester. • Draft of literature review to be submitted to committee by the end of the semester. • Electronic Portfolio *Outside committee member must be approved by your chair.	Date: _____/_____/ _____ Student Signature

Semester Three (Summer)	• Students should schedule weekly meetings with their chair during this semester. • The initial meeting with the chair should occur within the first week of class for this semester. • Work with Doctoral Committee to finalize draft of chapters I – III of project. • Proposal defense dates should be discussed and tentatively set at the initial meeting and a timeline for student work should be developed. • Working with your committee, develop a plan for dissemination of your project that will be presented at your proposal defense. • Set final date for proposal defense (prior to midterm). • Submit draft of IRB proposals to your committee allowing 2 weeks for review • After approval submit IRB proposals to appropriate agencies. • determine if the agency where you plan to implement your project requires a formal Memorandum of Understanding • determine if the agency where you plan to implement your project has an independent internal review board that will have to approve your project.	• Formal paper including chapters I-III • Committee Approval: DNP Translational Research And Clinical Project Proposal Evaluation Form. • Georgia College IRB • MOU (Memorandum of Understanding) if required. • Letters of support (if required) • IRB from other agencies (if required) • Electronic Portfolio	Date: _____/_____/ _____ Student Signature

Semester Four (Fall)	• Students should meet with Chair each week during the semester. • The first meeting should be the first week of class to discuss clinical hours for the semester and develop a timeline. • Implement and evaluate your approved project. • Continue to refine chapters I – III and develop a rough draft of chapters IV and V submit to Chair by last day of the semester. • Discuss timeline for project defense and identify potential date for final defense.	• Electronic Portfolio Draft of ➢ Introduction and problem ➢ Literature review ➢ Proposed methodology ➢ Proposed data analysis	Date: _____/_____/ _____ Student Signature
Semester Five (Spring)	• Submit and defend final project to full committee. • Complete all agreed upon dissemination of final project. • Close out IRB application if applicable.	• Committee Approval: DNP Translational Research and Clinical Project Final Evaluation Form • Committee Approval: DNP Translational Research and Clinical Project Dissemination Final Evaluation Form • 1 copy of project with signed title pages on file with the School of Nursing Online submission of electronic copy of final project. • Completed Electronic Portfolio	Date: _____/_____/_____ _____ Student Signature

Appendix B

Doctor of Nursing Practice Translational Research and Clinical Project Request for Appointment of Doctoral Committee

Student Name: _____

Student Signature: _____

Committee Chair Name: _____

Committee Chair Signature: _____

Committee Member Name: _____

Committee Member Signature: _____

Committee Member Name: _____

Committee Member Signature: _____

Agreement Date: ___/___/____

DNP Translational Research and Clinical Project
Proposal Evaluation Form

Project Title: _____**Version # _____**

Agreement Date: _ _____

Student Name: _____

Student Signature: _____

Committee Chair Name: _____

Committee Chair Signature: _____

Committee Member Name: _____

Committee Member Signature: _____

Committee Member Name: _____

Committee Member Signature: _____

	Approved	Approved with the following recommendations	Not Approved
Background and Significance			
Background information demonstrates the focused need or problem.			
Literature review supports significance / relevance of problem / proposed project / intervention			
Need, feasibility and significance are clearly presented			
Problem Statement or Purpose			
Problem/purpose clearly described			
Scope of project realistic and appropriate			
Theoretical Framework			
Framework (theoretical/conceptual/practice) is described/evident and applicable			
Other:			

Project Description			
Literature, benchmarks and supporting data provided and organized into integrated synthesized summary			
Project objectives stated in feasible and measurable terms			
Congruence of organizations' strategic plan to project is described			
Other:			
Project Design			
Appropriate for objectives			
Clear rationale for actions/method			
Setting and group clearly described			
Implementation methods/tools are feasible and clearly described			
Resources/supports and risks/threats and benefits noted			
Time line is clearly described and feasible			
Project includes well defined opportunities for student to demonstrate leadership.			
Evaluation Plan			
Evaluation plan is coherent / consistent with project plan			
Evaluation measures linked to objectives			
Outcomes / evidence-based measures appropriate for objectives			
Tools / instruments described and linked to measures and objectives			
Method of analysis clearly described for each measurement.			
References			
References that are appropriate to the topic and in APA format			
Approvals			
Letters of support/Statement of Mutual Agreement from cooperating agencies provided.			
Informed Consent, if necessary, meets human subject requirements			
All approvals are in place			
Writing and organization			
APA format followed appropriately; writing is scholarly and clear; appropriate for doctoral level education.			

Relevant program/clinical questions			
Student can articulate response to program/clinical questions arising from this proposal			
Dissemination Plan			
Plan for dissemination is realistic and provides a variety of opportunities for the student to complete before the end of the program.			

Doctor of Nursing Practice Translational Research and Clinical Project Dissemination Approval Form

Student Name: _____

Student Signature: _____

Methods of Dissemination proposed by student:

Approved:

Committee Chair Name: _____ _____

Committee Chair Signature: _____ Date: _____

Committee Member #2 Name: _____ _____

Committee Member #2 Signature: _____ Date:_____

Committee Member #3 Name: _____ _____

Committee Member #3 Signature: _____ Date: _____

Date on file: ____/___/_____

Appendix E
DNP Translational Research and Clinical Project Final Approval Form

Project Title: _____**Defense Attempt** _____

Candidate Name _____**Chair** _____**Date** _____

The candidate addresses each Translational Research and Clinical component:	**Approved**	**Approved with the following recommendations**	**Not Approved**	**Comments**
Background information demonstrates the focused need or problem.				
Literature review supports significance / relevance of problem / proposed project / intervention				
Need, feasibility and significance are clearly presented				
Problem/purpose clearly described				
Scope of project realistic and appropriate				
Framework (theoretical/conceptual/ practice) is described/evident and applicable				
Other:				
Literature, benchmarks and supporting data provided and organized into integrated synthesized summary				
Project objectives stated in feasible and measurable terms				

Congruence of organizations' strategic plan to project is described				
Other:				
Appropriate for objectives				
Clear rationale for actions/method				
Setting and group clearly described				
Implementation methods/tools are feasible and clearly described				
Resources/supports and risks/threats and benefits noted				
Time line is clearly described and feasible				
Evaluation plan is coherent / consistent with project plan				
Evaluation measures linked to objectives				
Outcomes / evidence-based measures appropriate for objectives				
Tools / instruments described and linked to measures and objectives				
Method of analysis clearly described for each measurement.				
Results organized in appropriate format.				
Results linked to problem statement.				
Described the extent to which the objectives were achieved.				
Addressed key facilitators and barriers that impacted the project's objectives.				

Described unintended consequences) both positive and negative.			
Recommendations/ Implications addressed for problem statement, supporting organization, key stakeholders, other settings, and student.			
Included recommendations related to Identified facilitators/barriers and unintended consequences.			
Addressed any ongoing activities or evaluations outside the scope of the DNP Translational Research and Clinical Project.			
Recommendations are described within the framework of the organizations' strategic plan.			
Contribution to Personal Goals in advance practice nursing.			
APA format followed appropriately; writing is scholarly and clear; appropriate for doctoral level education.			
Candidate articulates response to program/clinical questions arising from this project.			
Extent to which candidate met goals/aims of project. If not, appropriate rationale and explanation provided.			

Extent to which candidate analyzed issues and provided critique of advanced nursing practice within the project.			
Extend to which candidate demonstrated practice inquiry skills including appraising and translating evidence.			
Evidence of candidate's ability to engage in collaborative partnership(s) in designing and implementing Translational Research and Clinical			
Ability of candidate to articulate state of current knowledge as it relates to advanced practice nursing in the health care system.			

Overall Evaluation of the Translational Research and Clinical Project Presentation

_____**Approved**
Summary Comments:

_____ **Conditional Approved**
Required revisions:

_____ **Not Approved**
Summary Comments:

Signature of Evaluating GCSU Faculty (Chair) _____

Date: _____

STUDENT HANDBOOK RECEIPT

I have read the Georgia College Doctorate of Nursing Practice (DNP) Student Handbook and agree to adhere to the policies stated herein.

Student Name (Please Print): _____

Student Signature: _____

Student Signature Date: _____