Preparing for NURS 480: Checklist

The following are important recommendations for you so that you can be ready the very first day of class:

☐ You will need to come up with your own senior project idea and implementation site. Please look over the Senior Project Designs Document (on this webpage) to see the different project designs from which you can choose. You cannot choose a community health project if you have not completed NURS 430 (Community health) before the course starts!

☐ Get a tentative agreement from the person and agency where you want to do your project BEFORE the course starts. Students can do projects where they work providing they have the approval of leadership at that agency. Some agencies have a clearance process (sign forms such as HIPPA Forms and/or get an agency badge, etc.) or an orientation that students must complete before they can start a clinical rotation. Find out if the agency requires a clearing process and/or orientation. Make appointments to complete these BEFORE the course starts so there isn’t a delay with you actually staring your clinical rotation. Also, some agencies (especially hospitals) require a clinical contract with FSU. See the list of agencies (on this webpage) with whom FSU Nursing has a clinical contract. If the site you want to do your project isn’t on the list, find out if that agency requires a clinical contract. Getting a clinical contract approved must go through FSU Legal. It takes at least several weeks and has taken as long as several months to get a clinical contract approved! A Blank FSU Clinical Contract is provided on this webpage. Have the agency fill out this contract. Once the agency has completed the contract, Contact the Main Nursing Department at 910-672-1924 for further instructions. You will need to complete this BEFORE you start your clinical time! Our semester is so short, do this well before the semester starts or the contract may not be approved in time. Also, have a Plan B (alternate project site where FSU Nursing does have a clinical contract or an agency that does not require a clinical contract such as most primary care offices that are not owned by hospitals/health systems) just in case the clinical contract is not approved!

☐ You must have (1) an unencumbered, active RN license (if your RN license is up for renewal complete this before the semester starts!), (2) current AHA CPR, and (3) your own professional liability malpractice insurance for the RN. You CANNOT use the malpractice insurance from your employer even if you complete your project at your place of employment. You must purchase your own policy. There are several companies and some homeowner’s policies that offer this coverage. You may choose any company. You will be required to submit this documentation as assignments in the course the first week of class. Do NOT send it now!

☐ You need to be available to complete a conference (in person or via phone) with the instructor the first week of class. Meaning, set aside a couple of weekdays where you can commit to at least 2 time slots for a conference. This conference is for you to pitch your project idea, get it approved so that you can start clinical, and ask any questions you may have. I will also explain the expectations for course assignments based on your approved project. You cannot start your project or begin accruing clinical hours without the approval of the instructor during this conference. Instructions for how to schedule an appointment will be provided in the course. Conference appointments will not be scheduled until the course starts!

☐ If you have any questions, don’t worry. You will have time to ask those questions during your individual conference when the course starts.