



Post Master's Doctor of Nursing Practice Student Handbook 2020-2021

Updated July 2020



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WELCOME

Greetings Students!

We are delighted to welcome you to the Post-Master's Doctor of Nursing Practice (PMDNP) program at the University of North Dakota. The College of Nursing & Professional Disciplines (CNPD) has a rich history and solid reputation for preparing future clinicians and leaders to advance human well-being and improve quality of life for diverse populations. Our mission and commitment to excellence in teaching, research and community service stems from our high-quality faculty who regard nursing with stringent ideals. The PMDNP program, curriculum and teaching-learning practices reflect the best evidence-based educational and professional standards.

Faculty, staff and administrators are highly committed to your success. During your studies at the CNPD, you will engage with challenging courses, exceptional faculty and wonderful mentors. You will also make lifelong friendships. Our faculty and staff are here to support your program of study and will assist you with all the phases of your academic journey.

We have prepared this ***Post-Master's Doctor of Nursing Practice Student Handbook*** as a complement to the *Department of Nursing, Graduate Programs in Nursing Student Handbook (2020-2021)* and the *Department of Nursing Student Handbook 2020-2021* to provide you with a comprehensive overview of information about academic and general student matters that can facilitate your learning experiences and interactions at the College and at UND. Upon review of the handbooks applicable to your program, you will complete the electronic DocuSign form acknowledging you have reviewed and understand the information presented. The Office of Student services will send the electronic document acknowledging handbooks via email, along with the following items:

- Consent to Release Information/Release from Liability
- Photograph/Video Record Image Release
- Student Conduct Release Form
- Student Document Consent Form

Other resources that will help you are [University of North Dakota Undergraduate and Graduate Academic Catalog](#) and the [UND Code of Student Life](#). These publications are available online.

Although the nursing program requires your serious attention to study, we are confident you will find your efforts very meaningful and contributory to your educational pursuits. As a graduate of the PMDNP program, you will make a significant contribution to your own future and that of the clients and families you serve here in North Dakota, rural communities and beyond. Our goal is to assist you with the transition to the DNP-prepared nurse and to become a member of a community of clinical scholars. We extend our very best wishes for a rewarding doctoral education.

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OVERVIEW

COLLEGE OF NURSING AND PROFESSIONAL DISCIPLINES MISSION STATEMENT

The mission of the College of Nursing and Professional Disciplines (CNPD) is to prepare future leaders, to advance human well-being and improve quality of life for diverse populations, with an emphasis on rural communities in North Dakota, the region and beyond, through the provision of high-quality innovative inter-professional education, research and service.

COLLEGE OF NURSING AND PROFESSIONAL DISCIPLINES VISION STATEMENT

The CNPD will lead the state and nation and influence the world through the impact of our research, educational programs and practice innovations on health and human services.

DOCTOR OF NURSING PRACTICE PROGRAM

The CNPD Post-Master's Doctor of Nursing Practice (PMDNP) program admitted its first class in August 2013. This Post-Master's DNP program prepares nurse practitioners, clinical nurse specialists, nurse-midwives and nurse anesthetists for the highest level of nursing practice. DNP prepared APRNs hold expertise in quality improvement and systems leadership and influence health policy and health care outcomes for individuals, families and underserved or vulnerable populations.

OUTCOMES OF DNP GRADUATES

Based on the American Association of Colleges of Nursing (AACN) DNP Essentials, DNP graduates will demonstrate the ability to:

DNP Essential I: Scientific Underpinnings for Practice

UND DNP Program Outcome #1: Integrate nursing science with knowledge of ethics, biophysical, psychosocial, analytical and organizational sciences as a basis of practice and inquiry.

DNP Essential II: Organizational and Systems Leadership for Quality Improvement and Systems Thinking

UND DNP Program Outcome #2: Lead systems level quality improvement and safety initiatives to enhance patient outcomes.

DNP Essential III: Clinical Scholarship and Analytical Methods for Evidence-Based Practice

UND DNP Program Outcome #3: Evaluate evidence-based processes that address practice patterns and healthcare organizations in order to promote safe, equitable and patient-centered care.

UND DNP Program Outcome #4: Apply relevant evidence-based findings to develop practice guidelines that improve population health, the practice environment and promote safe, equitable and patient-centered care.

DNP Essential IV: Information Systems/Technology and Patient Care Technology for the Improvement and Transformation of Health Care

UND DNP Program Outcome #5: Integrate technology and information systems with advanced nursing practice to improve patient care and outcomes.

DNP Essential V: Health Care Policy for Advocacy in Health Care

UND DNP Program Outcome #6:

Demonstrate expertise in the analysis, formulation and implementation process of healthcare policy.

DNP Essential VI: Interprofessional Collaboration for Improving Patient and Population Health Outcomes

UND DNP Program Outcome #7: Collaborate effectively as a member and leader of inter-professional teams.

DNP Essential VII: Clinical Prevention and Population Health for Improving the Nation's Health

UND DNP Program Outcome #8: Employ clinical prevention and health promotion strategies to improve population health with an emphasis on rural, diverse and vulnerable populations.

DNP Essential VIII: Advanced Nursing Practice

UND DNP Program Outcome #9: Demonstrate advanced levels of nursing practice, clinical judgment and accountability to deliver optimal patient care with an emphasis on rural communities.

Please see the [*AACN Essentials of Doctoral Education for Advanced Nursing Practice*](#)

POST-MASTER'S DNP ADMISSION REQUIREMENTS

Completion of a master's degree or higher from an accredited program of nursing.

Current U.S. licensure unencumbered and in good standing as a Registered Nurse (upload Nursys verification report in application).

A minimum Grade Point Average of 3.0 from a previous graduate program (official transcripts must be submitted).

Three letters of recommendation.

Current resume or curriculum vitae.

Active national certification in an advance practice registered nurse (APRN) specialty.

Satisfy the School of Graduate Studies' English Language Proficiency requirements as published in the graduate catalog.

Statement of goals.

Interview may be required (via web, phone or in person).

Successful passage of a criminal background check and drug screen will be required upon offer of admission.

Satisfaction of current health and immunization policy of the Department of Nursing will be required upon offer of admission.

DEGREE REQUIREMENT OVERVIEW

Students admitted to the PMDNP program, are required to complete a minimum of 36 credits. Graduate credits earned at other institutions may be offered in partial fulfillment of the University of North Dakota's required credits for conferment of a doctoral degree from this institution.

Students seeking the Doctor of Nursing Practice Degree at the University of North Dakota must satisfy all general requirements set forth by the School of Graduate Studies as well as requirements set forth by the Nursing Department. The PMDNP nursing courses are offered online.

1. Completion of all course work with GPA of at least 3.0
2. Satisfactory completion of all designated clinical hours.
3. Satisfactory completion of the DNP project.
4. Satisfactory completion of the DNP project paper.
5. Satisfactory completion of an oral presentation and defense of the DNP project.
6. Compose a scholarly product (i.e. abstract/manuscript/poster) for presentation and publication.

POST MASTER'S DNP CURRICULUM

(Effective Fall 2020)

Semester 1 (9 credit hours)

PSYC541-Advanced Univariate Statistics (3cr)

N600-Integrated DNP Core Concepts I (3cr)

N602-Evidence-Based Research I (3cr)

Semester II (6 credit hours)

N601-Integrated DNP Core Concepts II (3cr)

N603-Evidence-Based Research II (3cr)

Semester III (8 credit hours)

N604-Health Informatics (3cr)

N605-Health Policy (2cr)

N606-DNP Systems Focused Practice I (2cr)

N609-DNP Project Teams I (1cr)

Semester IV (8 credit hours)

N607-DNP Systems Focused Practice II (3cr)

N608-Healthcare Economics, Finance and Leadership (3cr)

N609-DNP Project Teams II (2cr)

Semester V (5 credit hours)

N609-DNP Project Teams III (3cr)

N610-DNP Scholarly Publication(2cr)

Total Credits: 36

ACADEMIC POLICIES

ACADEMIC ADVISEMENT

Students are appointed an advisor by the Chair of the Graduate Nursing program when admitted to the program. The academic advisor is typically the DNP Program Director. DNP students will also be

assigned a DNP Project advisor to assist with defining the DNP Project topic, navigating IRB approval, submitting the Program of Study and Topic Proposal, completing the final DNP Project and paper, and assisting with initial presentation and publication preparation.

**See Department of Nursing, Graduate Programs in Nursing Student Handbook 2020-2021*

Doctoral forms for the Program of Study and Topic Proposal can be accessed at [Forms for Graduate Students](#).

Questions regarding the Institutional Review Board (IRB), human participants in research and IRB forms may be downloaded from the [Institutional Review Board](#) web page.

All research which involves the use of humans as subjects, or which use human material, must be reviewed and approved by the Institutional Review Board (IRB) prior to the initiation of any research using human participants including recruitment and screening activities. Independent Study and DNP Projects may require IRB approval. The length of time necessary to approve IRB applications can be affected by the quality of the application, current volume of applications submitted and under review and type of review. The length of time necessary to approve IRB applications can be affected by the

GRIEVANCE/APEALS PROCESS

**See Department of Nursing, Graduate Programs in Nursing Student Handbook 2019-2020*

TECHNOLOGY REQUIREMENTS

You must verify your computer equipment meets the minimum technical requirements needed for your courses.

Although specific technical requirements may vary by course or program, make sure your computer meets the [general technical requirements](#) and that your web browser is configured correctly.

For more specific information about technical requirements, refer to your course syllabus or contact your instructor.

OFFICE 365 EMAIL AND APPS

UND students, faculty and staff use [Microsoft Office 365](#) email system provided by the North Dakota University System.

REQUIRED DNP COMPREHENSIVE EXPERIENCES

DNP PROJECT REQUIREMENTS

The DNP Project is the final scholarly project completed by the DNP student. It demonstrates a high-level mastery of advanced nursing practice and focuses on the translation of evidence and research into practice. The DNP Project demonstrates a measurable improvement or impact on healthcare care delivery and/or patient outcomes American Association of Colleges of Nursing. (2015) *The Doctor of Nursing Practice: Current issues and clarifying recommendations* (p2). It has the potential to advance nursing practice at local, state and national levels by addressing key issues and barriers surrounding healthcare and promoting inter-professional collaboration. The DNP Project must be completed prior to graduation and will be disseminated initially through an oral presentation before graduating from the program. The DNP student will also complete a DNP Project paper per the following guidelines and be expected to disseminate their work through future journal submission and/or future presentations at state and national levels.

DNP PROJECT PAPER OVERVIEW

The paper should be formatted using the guidelines from the *Publication Manual of the American Psychological Association (revised 7th ed.) (2020)* and be no more than 30 pages in length, exclusive of tables, and references.

Title Page

Abstract (½ page)

An abstract of your project should include a very brief description of the problem, the project purpose or research question and a BRIEF description of the project design, setting, subjects and instruments used to measure your outcomes. You should briefly add information to the abstract about your results and conclusions.

Background and Significance

This section should include a description of the problem, the incidence or frequency of occurrence, and the significance to nursing. It should also discuss the specific aim/purpose of your project, explaining what your project will do to address the problem. Describe your chosen theoretical framework and include a brief description as to why you chose this framework (the applicability to your identified project or the problem at hand). You should state your research problem. You should include definitions of key terms /variables—as you defined them for your project. These definitions *might* differ from the standard definitions of terms, populations, or scenarios—and that is okay. You want to be sure that your reader interprets them the same way that you used them.

- Statement of the problem or needs assessment
- Clinical question
- Significance of the project for nursing and health care (purpose)
- Definition of terminology
- Theoretical foundation or conceptual framework
- Literature Review

This section should start with a sentence identifying the search engines/databases used for your literature review. You should organize previous research in a manner that best supports your project's purpose. You should critique the strengths and weaknesses of the body of knowledge related to your project as a whole, identify gaps in the literature, and concisely state how your project will address these gaps. Avoid merely summarizing study after study; however, you can summarize a few (fewer than five) noteworthy studies in more detail.

- Provide an overview of theoretical, methodological research in the literature pertinent to your project and include results related to your project or population
- Include local and/or national data if pertinent
- Identify gaps or limitations in the literature

Project Purpose

Specifically state the purpose of the project and list the project goals. The project goals should be SMART goals: specific, measurable, attainable, relevant and time specific. They should form the basis for the evaluation.

Design and Methods

The purpose of this section is to describe what you are going to do in detail. Describe step-by-step what happened in the project, starting from obtaining IRB approval to analyzing data. How did you identify eligible subjects? How did you collect the data, safeguard the data and store the data? Which statistical tests did you use? Describe your sample and include the number of subjects and length of time it took to

collect data. Include gender, education, race/ethnicity, and age if relevant. In other words, provide a brief overview of any important demographics for your project.

- Description of your population (who your subjects are), sampling (convenience? inclusion, exclusion criteria), and recruitment (how did you obtain your subjects?)
- Study design: describe the type of design; number of groups or participants; type of testing or survey (pre and post-testing) (chart review)
- Setting for your project including a BRIEF organizational analysis
- Procedure for implementation
- Describe your survey or tool, including the demographic data collected
- Protection of human subjects and confidentiality of data collected: describe how you maintained anonymity
- Outcomes (describe your measures and, if appropriate, their reliability and validity or sensitivity /specificity profile)
- Plans for data analysis and evaluation

Data Analysis and Interpretation

Start by re-stating (in one paragraph) the overall purpose/aim of your project. Then discuss your results. Discuss any problems you encountered that may have influenced or biased your results. Present your results using a statistical model and description (for example, Specific measures: standard deviation, frequency, t-test, correlations, p-value, etc.)

- Specific results
- Validity of your results (problems you may have encountered implementing your project that might have influenced your results)

Implications and Future Directions

Summarize your results and explain, perhaps, why your results either support or differ from previous research findings, speculate on reasons that your findings agree or disagree (perhaps sample, size, or variation, environment, timing of the project). Were there any unexpected findings? Speculate why these may have occurred. Evaluate your theoretical model—how do the results support or not support the model you used? Were there limitations (did the sampling plan—for example, a convenience sample? — not apply, are your findings limited in their ability to be generalizable, was your sample homogeneous or diverse)? What are the implications for future projects: what are the next steps in implementing the results or changing practice as a result of your project? Discuss the significance of your project findings. What are your suggestions for changing nursing practice? Do you have suggestions for advanced practice? For nursing education? For health policy?

Conclusions

Make the last paragraph a conclusion that repeats your overall project aim, project findings, and contribution to nursing knowledge, practice, or theory.

- Summary of results
- Clinical implications of results/impact on practice
- Limitations and suggestions for improvement
- Suggestions for future clinical projects or research

Appendices

- Theoretical models (schematics)

- Project timeline graphic
- Summary matrix of individual data review tables (a table of data analysis)
- Copy of data collection survey
- Copy of consent forms
- References

GRADUATION REQUIREMENTS

DNP Students are required to:

- Complete all coursework with a GPA of at least 3.0.
- Satisfactorily complete all designated clinical hours.
- Satisfactorily complete the DNP Project paper under the guidance of their faculty advisor and DNP Project advisor.
- Satisfactorily complete and submit the DNP Project paper according to the overview listed above.
 - Note: Students will build the paper throughout the curriculum.
 - An expert in the student's DNP Project topic may be requested by the faculty or student to review the content.
 - The student will be responsible for facilitating contact with the chosen expert.
- Satisfactorily complete an oral presentation and defense to the UND community prior to graduation. This presentation features a Power Point presentation outlining the DNP Project.
 - This presentation represents the DNP student's oral defense of their work. The presentation will be attended by members of the DNP Project Team and content expert if applicable.
 - The DNP Project advisor and any faculty advisors on the PMDNP student's project team will grade the defense according to the ***Criteria for Grading DNP Project Presentation and Defense*** [*SEE APPENDIX A](#). The DNP student will meet with the DNP Project Team immediately following the presentation. The DNP Project Team must agree that the defense was satisfactory and recommend the student for graduation.
 - In the event that the student does not meet the standards for a satisfactory presentation and defense, the DNP faculty will work with the student to develop a remediation process. The student will then be required to complete paper revisions and/or repeat the oral presentation and defense.
 - The defense is open to the student's community partner and the public.
- Compose a scholarly product (i.e. abstract/manuscript/poster) for presentation and/or publication
- **A DNP Student Checklist is available in [APPENDIX B](#).**

DNP CLINICAL HOURS LOG

**University of North Dakota
College of Nursing and Health Professions
Doctor of Nursing (DNP)**

Clinical Log

DNP students are required to maintain a log of their clinical hours accumulated throughout their program of study as indicated in the selected courses. A minimum of 520 total hours are to be completed by the end of the DNP program.

Student Name:

Courses	Minimum Hours	Term(s)/Year	Summary of Activities
<p><u>NURS606: Systems Focused Practice I</u></p> <p>This course is designed to provide the DNP student with opportunities to apply the concepts in the AACN DNP Essentials in the practice environment.</p> <p>Course Overview:</p> <p>In this course the student will have opportunities to learn individualized advanced practice, leadership skills and competencies under the guidance of qualified mentors. Students will function as members of health care focused interdisciplinary teams addressing the needs of vulnerable clients.</p>	80		

<p>Course Objectives:</p> <ol style="list-style-type: none"> 1. Demonstrate skills in specific individualized practice and leadership focus areas within practice-based settings. 2. Discuss Change Theories as they apply to the practice setting. 3. Demonstrate effective communication strategies with interdisciplinary teams. 4. Compare and contrast various healthcare and non-healthcare institutions through organizational assessments. 			
<p><u>NURS607: Systems Focused Practice II</u></p> <p>This course continues to provide the DNP student with opportunities to apply the concepts in the AACN DNP Essentials in the practice environment.</p> <p>Course Overview:</p> <p>In this course the student will continue to improve individualized, advanced practice, leadership skills and competencies under the guidance of qualified mentors. Students will function as leading members of health care focused interdisciplinary teams as well as guide other healthcare professionals in the practice setting.</p> <p>Course Objectives:</p> <ol style="list-style-type: none"> 1. Enhance leadership skills in specific individualized practice and leadership focus areas within practice-based settings. 2. Explore the value of mentorship for the DNP prepared APRN. 	<p>120</p>		

<p>3. Compare outcomes of successful and unsuccessful DNP projects.</p> <p>4. Investigate opportunities for sustainability of DNP projects.</p>			
<p><u>NURS609: DNP Project Teams I, II, III</u></p> <p>The student will design, implement, and evaluate the DNP project as well as present findings in the applicable practice setting under the guidance of DNP faculty.</p> <p>Course Overview:</p> <p>In this course students will function as members of health care focused interdisciplinary teams to design, implement and evaluate the DNP Project. In addition, students will analyze, report, and present the results of the DNP project to stakeholders with DNP faculty guidance.</p> <p>Course Objectives:</p> <ol style="list-style-type: none"> 1. Identify a practice focus area for the DNP project. 2. Design an innovative practice focused project that will inform practice through evidence-based research. 3. Collaborate with an interdisciplinary team to implement a DNP project. 4. Evaluate DNP project data. 5. Presentation of DNP project results. 	<p>240</p>		
<p><u>NURS610: DNP Capstone</u></p> <p>The capstone course provides the DNP students an opportunity to develop skills in reporting and dissemination of practice-</p>	<p>80</p>		

<p>focused research findings. Writing for publication of practice-focused research is emphasized.</p> <p>Course Overview:</p> <p>Content on this course will focus on the dissemination of practice-focused evidence-based research findings. Students complete the final report from the capstone project with faculty guidance. Content will include submission of abstracts, presentation of posters and papers and writing for publication. Findings will be disseminated locally, regionally, and/or nationally.</p> <p>Course Objectives:</p> <ol style="list-style-type: none"> 1. Design strategies to inform practice with evidence from the DNP project to assure quality care. 2. Describe the implications of the design, findings and methodological processes used in the DNP project. 3. Prepare a product for publication. 			
<p>Minimum Total Hours</p>	<p>520</p>		

APPENDICES

APPENDIX A: CRITERIA FOR GRADING DNP PROJECT PRESENTATION & DEFENSE

**UNIVERSITY OF NORTH DAKOTA
COLLEGE OF NURSING AND PROFESSIONAL DISCIPLINES
Criteria for Grading DNP Project Presentation and Defense**

STUDENT _____ **DATE:** _____

DNP PROJECT ADVISOR: _____

DNP PROJECT TEAM MEMBER _____

DNP PROJECT PAPER APPROVED YES NO

Instructions: Each DNP Project Team member will use a separate grading sheet. The criteria below are applicable to the evaluation of the DNP Project Presentation and Defense. The examination grade of Pass or Fail is determined by tallying the satisfactory and unsatisfactory ratings for each DNP Project Team member. For the presentation to be accepted as Satisfactory, all members must indicate that the student has received satisfactory marks in ten out of ten criteria.

CRITERIA	SATISFACTORY	UNSATISFACTORY
Demonstrated depth of knowledge.		
Demonstrated breadth of knowledge.		
Based Capstone on pertinent clinical knowledge and applicability to practice.		
Synthesized relevant knowledge to support the topic.		
Demonstrated critical thinking in development of project design.		
Demonstrated critical appraisal of project results.		
Derived meaningful, defensible conclusions, including strengths, limitations of project.		
Summarized implications, future directions and sustainability of project.		
Presentation followed required guidelines		
Overall presentation was thoughtful, professional and organized.		
Totals		

Comments:

In addition to your general comments, you are required to provide the reasons for unsatisfactory marks and identify the student’s missed opportunity to successfully demonstrate the criteria.

APPENDIX B: DNP STUDENT CHECKLIST

UNIVERSITY OF NORTH DAKOTA CNPD DNP Student Checklist

Upon admission to the DNP program, completing the following tasks is required for all doctoral students during tenure with the CNPD. The checklist provides a general sequence of events. Students will work with their advisors to complete the list.

- _____ Advisor assigned on admission by the Graduate Department Chair.
- _____ Submit and complete all required CNPD verifications and requirements. Note: some verifications and requirements are yearly, and others are a one-time requirement.
- _____ File Program of Study (POS) with the CNPD. This will be forwarded to the UND School of Graduate Studies. The POS should be completed during the first semester of coursework.
- _____ DNP Project Advisor assigned at the beginning of DNP Project Teams.
- _____ Submit IRB forms for DNP Project.
- _____ File Topic Proposal for the DNP Project with the CNPD, once IRB approval is received, which will be forwarded to the UND School of Graduate Studies – must be filed at least one semester prior to when you wish to graduate.
- _____ Advance to Candidacy – this will occur once your POS and Topic Proposal have been accepted by the UND School of Graduate Studies.
- _____ Apply for Graduation – Upon Advancing to Candidacy, the UND Graduate School will send you an application to apply for graduation. This needs to be completed and approved by your advisor and filed with the CNPD and the UND School of Graduate Studies.
- _____ Present and defend DNP Project on campus during last semester in the DNP program.
- _____ Submit an electronic copy of your DNP Project to your DNP Advisor and DNP Project Advisor and the CNPD's Office of Student Services.
- _____ Advisor completes and submits "Final Report on Candidate" to the CNPD and the UND School of Graduate Studies.

** For a complete list of date and deadlines each semester, go to the UND Graduate School's Website at: [Term Deadlines](#)