

The DNP Scholarly Project requires students to complete practicum hours to enhance their nursing leadership skills and to implement their project. Practicum hours may include a variety of experiences such as working with a nurse leader to hone communication skills, learning about finance or quality improvement at the system level, or working with a chief of operations to boarded knowledge of systems operations, etc. In order to be successful, students need a facilitator at the site to guide, mentor and connect them with people who can assist them to build their doctoral level skills.

**Purpose:** This project preceptor agreement was developed to assist in fostering and guiding project preceptor /student relationships. This document (policy) provides benchmarks and goals for both the project preceptor and student to achieve and an opportunity to evaluate progress.

**This contract will help each project preceptor/student pair:**

- Establish communication expectations
- Identify goals for the relationship.
- Outline skill areas to be enhanced or developed through the partnership

**As a student, I agree to do the following:**

1. Meet regularly with my project preceptor and maintain frequent communication regarding my scholarly project.
2. Look for a variety of opportunities and experiences to enhance my scholarly project work.
3. Review my progress and adjust my plan as indicated.
4. Maintain confidentiality of the project preceptor relationship.
5. Arrange a meeting with my project preceptor and my Loyola scholarly project advisor.

**As a project preceptor, I agree to do the following:**

1. Serve as a project preceptor for \_\_\_\_\_ and provide guidance, oversight, and encouragement during the scholarly project development, implementation, and evaluation process.
2. Provide feedback regarding his/her progress and experience.
3. Meet in person or communicate regularly with the student to review their progress and help them work toward identified goals.
4. Meet with Loyola scholarly project advisor via zoom or telephone once per semester (and as needed) to ensure the facilitator has the support needed to assist the student.

**I will serve as project preceptor for the following practicum(s):**

- NURS-G939 Scholarly Project I - Planning & Proposal
- NURS-G942 Scholarly Project II – Implementation
- NURS-G944 Scholarly Project III – Evaluation & Dissemination

**Schedule:**

- Daily
- Weekly
- Monthly
- Virtually

If at any time during the duration of the project preceptor agreement one member of the dyad does not feel like the other is able or willing to fulfill the items agreed to above, please contact the university faculty of record (FOR).

Project Preceptor Name: _____	Signature: _____	Date: _____
Student Name: _____	Signature: _____	Date: _____
Loyola Faculty Name: _____	Signature: _____	Date: _____