

CLINICAL EVALUATION

Documentation of Clinical Practice

Women's Health NP & Nurse Midwifery Specialty Tracks

The student's documentation of clinical practice and activities is an essential component of quality assurance and evaluation in the WH/NM program. The student is responsible to maintain this documentation through the following mechanisms:

| DOCUMENTATION COMPONENT | CONTENT | FREQUENCY OF SUBMISSION |
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| 1. Clinical Tally Sheet | Documents each episode of clinical practice and clinical hours | Must be thoroughly maintained and submitted to core faculty member at end of each quarter (necessary to document clinical hours spent with each preceptor) |
| 2. Student Self Clinical Evaluation and Preceptor Clinical Evaluation | Documents ongoing clinical evaluation by student in consultation with primary preceptor | Twice at minimum (at end of week 6 and finals week of each quarter and upon core faculty request) |
| 3. Student Evaluation of Preceptor | Documents student evaluation of preceptor | At end of quarter |
| 4. Student Evaluation of Clinical Site & Resources | Documents student evaluation of clinical site and resources | At end of quarter |
| 5. Clinical Disk | Documentation of clinical experiences | Mid and end of each quarter (see CARMEN for dates) |
| 6. SOAP note | Documents a single clinical encounter | See syllabus for quarterly requirements |

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| 7. Skills Checklist | <p>#1 H&P Exam Competencies</p> <p>#2 Leopold, bony pelvis, and pelvic exam competencies</p> <p>#3 Newborn (NM only)</p> <p>#4 IP (NM only)</p> | <p>Turn in a COPY at the end of each quarter, must be fully complete by the end of the program. Turn in final copy which becomes part of your permanent record.</p> |
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METHOD OF SUBMISSION: All documents should be submitted to the Carmen drop box unless instructed otherwise by core faculty.

WHO TO SUBMIT TO: Submit all documentation materials to your specialty track clinical faculty member.

CORE CLINICAL FACULTY: Each student is assigned a core clinical faculty member for the quarter according to the clinical placement. It is the responsibility of the clinical faculty member:

1. Receive and respond to clinical experience documents via email and discussion board
2. Communicate with the student regularly to monitor clinical progress
3. Communicate with the course head and specialty track director regarding student progress
4. Maintain contact with the clinical site through telephone calls and/or site visit(s)

