



COLLEGE OF NURSING

Graduate Nursing

Volunteer Clinical
Faculty/Preceptor
Application Packet

Revised February 2019

**VOLUNTEER CLINICAL
FACULTY/PRECEPTOR APPLICATION
INSTRUCTIONS and CHECKLIST
UNIVERSITY OF CINCINNATI**

Volunteer Clinical Faculty (VCF) applicants will be reviewed for assignment based on the fulfillment of the following mandatory requirements:

- Licensed to practice in the jurisdiction of her/his employment
- Practitioner certified in her/his field of experience
- Master's degree or higher
- Submission of current professional curriculum vitae (or completion of all fields on the attached form)
- Preceptors must hold a minimum of 1 year experience under their advanced practice license and/or certification (**The state of Washington requires preceptors to have 2 years of experience**)

NOTE: Acceptable VCF and acceptable practicum sites cannot be perceived to have a conflict of interest as relates to evaluation of the student. Acceptable preceptors cannot be related to the student and may not work in the same department as the student. It is at the discretion of the faculty advisor which practicum sites and VCF/Preceptors are appropriate for clinical courses.

Please complete the VCF application in its entirety and email or fax your application materials to the designated location below.

- **Email address:** conpreceptor@uc.edu **or Fax Number:** (513) 558-6417
- Email is the primary method of communication within the University of Cincinnati. Please ensure the email address provided is accurate and frequently checked.
- Agreements may be required with clinical sites and the University of Cincinnati. UC can offer a one (1) page Letter of Agreement or a Six (6) page Educational Affiliation Agreement (contract), depending upon the agency requirement. Letters of Agreement will be sent electronically to the preceptor at the start of the clinical course. Educational Affiliation Agreements will be emailed to the site administrative contact. Educational Affiliation Agreements could take up to six months to process and finalize.
- If the student will be going to additional clinical sites during this experience, we will need to arrange a Letter of Agreement and or an Educational Affiliation Agreement with each additional site.
- VCFs will receive an email with a link to E*Value the first week of the semester where they will complete evaluations and validate student clinical hours.

If you have any questions or encounter difficulty with the application process, please contact the appropriate Clinical Site Coordinator at:

Kirsten Puckett (Kirsten.puckett@uc.edu or (513) 558-2969):
MSN (Online) Family Nurse Practitioner

Nicole Page (nicole.page@uc.edu or (513) 558-3815):
MSN, Post-Masters, DNP Adult-Gero Nurse Practitioner
MSN Women's Health Nurse Practitioner
MSN Nurse-Midwifery
Post-Masters, DNP Psychiatric Mental Health Nurse Practitioner
Post-Masters, DNP Pediatric Acute/Primary Nurse Practitioner
MSN, Post-Masters Neonatal Nurse Practitioner
MSN Occupational Health Nursing
Post-Baccalaureate Nurse Educator
MSN, DNP Nursing Administration

DeWana Bedford (dewana.bedford@uc.edu or (513) 558-5290):
MSN, Post-Masters, DNP Adult-Gero Acute Care Nurse Practitioner
MSN (Onsite), Post-Masters (Onsite/Online), DNP Family Nurse Practitioner

