



**PMHNP Practicum I
NURS 5367
Summer 2026**

Scheduled Class Days and Times: Hybrid; Synchronous Meetings

Lead Instructor's Name: Dr. William Hill DNP, APRN, PMHNP-BC

Section(s): all

Additional Faculty will be listed in course

Office: Virtual

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Prerequisites for course: NURS 5357, NURS 5359, NURS 5363 and NURS 5365

Do not send messages in Canvas, faculty may not receive these messages so they may not be responded to. Please utilize email.

Office Hours: Virtual Office Hours: By appointment for phone call or video conference. Additional days and times may be arranged upon request by instructor. Please email faculty to make arrangements/obtain Zoom link.

Dr. Hill Office Hours

Thursday's 1500-1800 by appointment.

*Best way to contact staff.

Course Description: This course provides clinical training in the full role of the psychiatric mental health nurse practitioner. Emphasis is placed on the integration of two content areas: the knowledge and skills for PMHNP practice; and the specific mental health needs of adults and older adults. Clinical experiences, lectures, case discussions, and projects allow students the opportunity to develop competencies in the ethical, safe, collaborative, and evidence-based provision of mental health care to adults and older adults in the context of a changing health care system. This program follows a hybrid format, combining primarily online coursework with required on-campus learning experiences. Students are expected to attend on-campus sessions or clinical activities as part of their training. It is important to plan ahead for any necessary work adjustments during core courses and clinical practicums to ensure academic success and professional growth. Any in person requirements will be presented ahead of time. **(125 clinical hours per clinical course)** Majority of clinical hours for this course should be related to the

course population focus. Although students may see other populations, 80% of the hours should be related to the population focus of the course.

Student Learning Outcomes:

Upon successful completion of this course, the student will be able to:

1. Apply biopsychosocial theories and evidence-based research to develop and implement age-appropriate treatment plans for children, adolescents, adults, and geriatrics experiencing mental health and psychiatric disorders (**Domain 1, PI 1.5; Domain 2, PI 2.6**)
2. Integrate mental health theories and clinical practice to provide ethical, evidence-based care across the lifespan, while addressing complex health issues and promoting quality of life (**Domain 2, PI 2.3; Domain 9, PI 9.1**)
3. Assess the impact of medical conditions on psychiatric treatment, generate differential diagnoses, and plan care to minimize complications and enhance patient outcomes (**Domain 1, PI 1.5; Domain 5, PI 5.2**)
4. Demonstrate the ability to conduct individual and group psychotherapy, applying appropriate therapeutic techniques such as psychodynamic and cognitive-behavioral approaches (**Domain 2, PI 2.5**)
5. Provide psychoeducation and teach patients, families, and groups about treatment options and self-care strategies, considering their developmental, cultural, and readiness factors (**Domain 2, PI 2.4; Domain 3, PI 3.2**)
6. Consult with healthcare providers, facilitate transitions across care levels, and maintain ethical professional boundaries to foster effective therapeutic relationships and enhance care quality (**Domain 6, PI 6.3; Domain 7, PI 7.2; Domain 9, PI 9.1**)

Required Textbooks and Readings:

1. American Nurses Association (2010). Nursing: Scope and standards of practice, 2nd Ed. Silver Springs, MD: Nursingbooks.org. ISBN: 9781558102828
2. American Psychiatric Association (2022). Diagnostic and Statistical Manual of Mental Disorders Fifth Edition Paperback (DSM-5TR). American Psychiatric Association. ISBN 978-0-89042-555-8
3. Johnson, K. & Vanderhoef, D. (2016). Psychiatric-mental health nurse practitioner, 4th Edition, Maryland, Silver Spring. ISBN: 9781935213826
4. Stahl, S. (2021). The Prescriber's guide, 7th Edition. New York, Cambridge University Press. ISBN: 9781108926010

Recommended Textbooks and Readings:

1. Sadock, B. J., & Sadock, V. A. (2022). Kaplan & Sadock's Synopsis of psychiatry: Behavioral sciences/Clinical psychiatry, 12th Ed. Philadelphia: Lippincott Williams & Wilkins. ISBN: 97819751455697.
2. Wheeler, K. (2022). Psychotherapy for the advanced practice psychiatric nurse: A how to guide for evidence-based practice 3rd Edition Springer Publishing. ISBN: 9780826193797
3. Zimmerman, Mark (2013). Interview guide for evaluating DSM-5 psychiatric disorders and the mental status examination. East Greenwich, RI: Psych Products Press. ISBN 9780963382115

****If you are in a clinical course, all students are required to have an active Clinical Placement Software Subscription.**

Clinical Placement Software Subscription – activated through UT Tyler. Students will be given information regarding the clinical placement software in Canvas the first week of the semester.

Clinical Placement Software- EXAAT

Clinical Course Requirements Information:

Clinical Hours Documented within Clinical Placement Software

Clinical hours data should be entered into your Clinical Placement Software each night **within 48 hours of the clinical date**. Clinical time should not be used to enter data into the clinical placement software. The clinical hours logged in the software and preceptor time sheet hours must match. Double check your work, we will not be able to reopen logs for errors, we will only be able to reject the errors.

1. Clinical Hour Entry Deadline

- Students must enter all clinical hours **within 48 hours** of completing each shift.
- **After 72 hours, the system will automatically close, and students will not be able to enter hours.**

2. Late Log Submissions

- Clinical logs will not be reopened for late entry unless there are extreme and verifiable circumstances, such as medical emergencies, military orders, or other documented events beyond the student's control.
- All requests for exceptions must include supporting documentation and must be submitted within 7 days of the missed deadline.

3. Responsibility & Compliance

- Failure to enter clinical hours on time may result in delays in course completion, removal from clinical rotations, or inability to progress in the program.
- It is the student's responsibility to monitor deadlines, ensure entries are complete, and confirm successful submission.

Students are to use the clinical time to see patients as quickly and efficiently as possible. Do not count lunch into the hours entered into the clinical placement software. Students must take a 30 minute lunch if 6 or more hours have been completed. **Students should not exceed 10 hours per day or 45 hours per week. Contact faculty for extenuating circumstances.**

***Confidentiality* - maintain patient confidentiality by not removing any patient identifiers from clinics other than patient initials for the clinical placement software log as this would be considered a HIPPA violation. Students may not take a printed patient schedule, lab, or any other printed information from the clinic setting. No screenshots or copies of any patient records are allowed.**

Preceptor Time Logs

Preceptor should sign off on hours each day the student is in clinical or weekly.

Please use the preceptor time sheet located in the Clinical Placement software. Students will need to verify their clinical placement software submissions by showing they correlate with their preceptor time sheets. The student must add up the time on their preceptor time sheet and the time on their clinical placement software entries (excluding lunch) and these hours must correlate. At the end of the semester, student's patient time, time log, and encounters should match. **Students should have a minimum of 125 encounters and 125 hours of patient time.**

REQUIRED COURSE EQUIPMENT

- Lab coat
- UT Tyler student name badge (\$15.00)
- UT Tyler patch – purchased locally at CR Scrubs
- Cell phone with internet access
- Web Cam for your computer

APA Guidelines:

Points will be deducted if APA guidelines are not followed, as adherence to these standards is critical for maintaining academic integrity and avoiding plagiarism. Accurate citation and formatting are essential to scholarly work, ensuring that sources are appropriately credited, and the work is presented professionally. Failure to use the updated APA guidelines not only

undermines the credibility of the assignment but also constitutes a violation of academic standards. Therefore, it is imperative for students to meticulously apply APA formatting and citation rules to avoid penalties and uphold the quality of their work. Plagiarism will not be tolerated.

Turnitin Similarity Score Policy

All written assignments submitted in this course are subject to review through Turnitin to ensure academic integrity and proper citation practices. While some similarity is expected (such as correctly quoted material, references, or assignment templates), excessive similarity indicates inadequate paraphrasing or potential plagiarism.

Students are expected to review their Turnitin report before the final submission deadline and make necessary revisions to ensure originality and proper APA 7th edition citation. Deduction and Review will be up to faculty discretion.

Guideline for Similarity Scores and Deductions

Turnitin Similarity Range	Interpretation	Typical Faculty Action or Grade Deduction
0–15%	Excellent originality; appropriate use of sources and citations.	No deduction.
16–25%	Acceptable if overlap is mainly from references, quotes, or templates.	May be reviewed for excessive quoting or weak paraphrasing. <i>Up to 5% deduction</i> possible.
26–35%	Moderate similarity; may reflect overuse of direct language or poor paraphrasing.	<i>5–10% deduction</i> or request for revision.
36–50%	High similarity; significant originality concerns.	<i>10–20% deduction</i> , and faculty may require resubmission or academic integrity review.
Over 50%	Unacceptable level of similarity; likely plagiarism.	<i>Automatic zero (0)</i> and potential referral to the Academic Integrity Committee.

Important Notes

- Similarity from reference lists, assignment headers, or required templates is not penalized if formatted correctly.

- Students may resubmit assignments before the due date to reduce similarity and improve originality.
- Faculty reserve the right to use discretion in determining penalties based on the nature of the overlap, the student's intent, and the overall circumstances of the submission.
- Consistent academic honesty and ethical writing practices are expected of all graduate nursing students.

Locations of Class: Online/hybrid, check course calendar for day and time of midweek class meeting. Subject to change, check the calendar published in the course when the semester begins.

This course requires you to use the Canvas learning management system to complete course work. Some assignments are timed and once logged on will need to be completed at that time in the time allotted; ensure you have reliable internet access for this online course. Some semesters there may be quizzes or an exam through APEA. This is accomplished in their online secure website. A link will be provided in the course if this assessment method is in use.

Any exams in this course will be proctored. You will need to have a webcam and microphone. If you are not able to provide these items, you must contact your professor by the end of the first week of the semester so we can arrange for you to take your exam on campus.

NURS 5367 Assignments and Weights/Percentage/Point Values

Clinical Challenge 1	12.5%
Clinical Challenge 2	12.5%
Clinical Challenge 3	12.5%
Clinical Challenge 4	12.5%
GENOGRAM Assignment	5%
SOAP Notes	15%*
Clinical Documents	10%
Professionalism	10%
Weekly debriefings	10% Required

*SOAP notes are ineligible for grading/points award if the student does not attend 5 of the mandatory clinical debriefings.

CLINICAL PARTICIPATION: Each student must log 125 hours of precepted clinical time in this class. Observation is NOT ACCEPTABLE in the clinical setting. You must be actively assessing patients and planning care for them. Clinical time may be awarded for OSCE's and for selected other experiences offered by the instructor throughout the semester. You must attend clinical debrief meetings via zoom as scheduled.

All hours must be logged into Clinical Placement Software and all CPE's completed in order to fulfill the clinical requirements of this course.

****CPE'S ARE A CLINICAL COURSE REQUIREMENT!
YOU MAY BE GIVEN AN INCOMPLETE IF NOT SUBMITTED WHEN DUE.**

You must submit a Preceptor Signature Document in the assignment link along with CPE's (Clinical Performance Evaluations) and Summary of Clinical hours.

Grading Scale:

Specific guidelines and grading criteria for all assignments are in the Modules. Final grades for the course will be determined based upon the following point assignments:

- A - 90-100
- B - 80-89
- C - 70-79
- D - 60-69
- F - Below 60

Grades will not be rounded when calculating the average (79.5 is not rounded to 80, and 89.5 is not rounded to 90). The simple average of all unit exam grades, including a final must be at or above 80% to pass the course. Once the student has achieved a simple unit exam average of 80% or higher, course grades will be determined based on the weighted calculation of exams and other required course work. Students are required to achieve an average of 80% (B) to complete the course successfully.

Although the university policy allows 60 days for grade appeals, the School of Nursing follows a stricter timeline of 10 days to facilitate students' timely progression through the curriculum. In the case of extenuating circumstances, please consult the Associate Dean of Academic Affairs for guidance.

Academic Integrity: Cheating of any kind, as defined in Section 8 of the UT Tyler Manual of Policies and Procedures (MOPP) for Student Affairs (<https://www.uttyler.edu/mopp/>), will not be tolerated. Consequences may include:

- reprimand
- exam failure
- course failure
- expulsion from the Nursing program
- expulsion from the University
- other consequences as assigned

Use of Artificial Intelligence: All assignments in this course are individual assignments. In this class, you will often be discussing course concepts with your classmates and with me, but when you sit down to complete a quiz, write a discussion post, or work on a project, you are expected to do the actual work on your assignments independently.

Use of an AI Generator such as ChatGPT, MidJourney, DALL-E, Open Evidence, etc. is explicitly prohibited unless otherwise noted by the instructor. The information derived from these tools is based on previously published materials. Therefore, using these tools without proper citation constitutes plagiarism. Additionally, be aware that the information derived from these tools is often inaccurate or incomplete. It is imperative that all work submitted should be your own. Any assignment that is found to have been plagiarized or to have used unauthorized AI tools may receive a zero and / or be reported for academic misconduct.

Exam including Clinical Challenges, and homework materials, questions, and problems are the intellectual property of faculty, UT Tyler, or publishers.

- These materials may not be distributed without permission.
- Distributing or uploading them to online resources destroys the integrity of the assignment and the course, allowing others an unfair advantage by letting them view the materials.
- Uploading these materials to online resources is a violation of UT Tyler's academic misconduct policies and may result in formal conduct charges.
- Sanctions for uploading or otherwise divulging the contents of these materials can include:
 - a reduced or failing grade on an assignment
 - a reduced or failing grade for the course
 - removal from the Nursing program
 - removal from UT Tyler

Make- Up Examinations:

1. **Students will be allowed one make-up exam. This make-up exam may be presented as an essay, a case study, short answers, and/or multiple choice. This will be determined by Faculty Discretion.**

2. **Students are to schedule a Makeup Exam prior to the original exam date and up to 48 hours after the exam is missed. This is the student's responsibility.**
3. **The make-up exam must be completed within seven days unless the faculty determines that there are other extenuating circumstances.**
4. **The make-up exam will be scheduled over a four-hour window.**
5. **There are a maximum of two make-up exams per semester.**
6. **All make-up exams will be concluded at faculty discretion and according to university accommodation policies.**
7. **If you are unable to take the exam, notify the instructor and the instructor will determine if a makeup exam is warranted. Any potential make-up exam can be during finals week, with special permission.**
8. **If a student misses an exam, and no clear documentation or advanced notice is presented the faculty reserves the right to award an Incomplete (0) for the assignment or allow the student to make up the exam with a max score of 80% if a valid rationale is provided.**

Late Policy: 5% will be deducted each day an assignment is past due unless prior arrangements have been made with your course faculty. Extenuating circumstances may apply.

Repeating a Course: Students repeating this course may not use previously submitted assignments nor utilize the same patients for an assignment. Submitting the same or slightly modified assignments from previous semesters is considered self-plagiarism and is subject to academic discipline, including failing the assignment or the course.

Attendance and Make-up Policy: Attendance/participation is expected. Make-up for exams, quizzes, assignments, and missed clinical time is at the instructor's discretion.

Graded Course Requirements Information:

Clinical Challenges are an opportunity to synthesize materials learned in previous didactic courses and demonstrate clinical competency in the evaluation, diagnosis, and treatment of a patient presented in a time limited unfolding case study. Additional information will be provided in the course. There is nothing you can do to prepare for the Clinical Challenge, the exam is designed to test your current Clinical knowledge, additionally students can utilize resources as long as they are Referenced in the exam.

- Clinical Challenges in the course will be given ONLINE or in a monitored environment. Clinical Challenges are exams, like exams they must be taken during the time specifically designated unless other arrangements are made with instructors prior to the challenge. Special arrangements must be decided on an as needed basis. There is no guarantee that any request will be approved.
- Clinical Challenges 1–4 may be written, delivered as a live oral examination with faculty, or submitted as a video-recorded assessment. Professional business attire or a lab coat with a UT Tyler name badge is required. The format is determined at the discretion of faculty. Students must refer to the Canvas assignments for detailed instructions.

- Students must achieve an AVERAGE of 80 on all four Clinical Challenges to pass the course. Even though you may have enough percentage in other areas to raise your overall grade, you still will not pass the course without an 80 overall AVERAGE on all Clinical Challenges.
- Each Clinical Challenges may be opened during the designated hours listed within Canvas. Once opened the student will have a set amount of time to complete the challenge, after the allotted time has expired the challenge will shut off. These are individual assignments and the time will be noted in the assignment.
- Exam Integrity and Approved Materials:
- No outside resources of any kind may be used during any Clinical Challenge unless explicitly approved by faculty. E-books may be permitted only if specifically authorized—students must review the Canvas assignment and faculty instructions to confirm approval. If an item is not explicitly approved, it is not permitted. All Clinical Challenges will be monitored using LockDown Browser and an external webcam. Please begin testing your equipment and your external camera, and complete a practice run in your Canvas course. Please view the Lockdown Browser instructions under the Getting Started , then Technical Support Tab in your canvas course . Any use of unapproved materials or unauthorized assistance is strictly prohibited.
- Violations of exam integrity—including cheating, the use of outside or unapproved materials, or any attempt to compromise the examination process—may result in a zero on the assessment, an academic integrity violation, failure in the course or dismissal from the program.

Clinical Challenges count as class time and not clinical time, students will not receive clinical hours for clinical Challenges. All clinical hours must be completed at the students approved clinical site.

Clinical Challenges count toward the final grade.

Genogram chart and paper: this assignment requires the synthesis of learning from previous didactic courses in the examination of the genogram of the central subject with an accompanying paper constructed in proper APA style that explores the central subject's familial attachment styles, trauma, mental health diagnoses, epigenetics, and coping skills. Additional information and a detailed rubric are found in the course.

SOAP notes: these are weekly required submissions of documentation of the behavior, background, interventions, responses, and plan for future care of a patient seen that week at clinical. SOAP notes are ineligible for grading if a student misses the mandatory weekly debriefings. Ideally the student will write the SOAP note for one of the patients that was seen in clinical that week. Any templates are templates and should not be copied but used as a resource to aid in your own work. Additional information and a detailed rubric are found in the course.

Clinical documents: This consists of items like : the Clinical Schedule, Mid-term and Final CPE, Clinical Hour documentation with preceptor signature, and other documentation concerning clinical attendance. Additional information will be provided in the course.

Professionalism: Professionalism Grade is based on the professionalism quiz in Canvas and your performance through the semester. Students score will start with their quiz score, outside of the quiz the score is evaluated based on timeliness, appropriate behavior, and effective communication with faculty and in the clinical setting. Clinical hours must be submitted on time and accurately based on guidelines. Faculty may deduct points from this grade for late submissions including clinical logs, unprofessional conduct, or failure to meet communication expectations, or if any of the previous requirements are not followed. **Preceptor Contact Meeting – if this is not completed by the deadline and you have not communicated with your Faculty member a 5 % deduction will be taken from the professionalism grade.**

Weekly Debriefings: Debriefings are held on a weekly basis in the evening on the day of the week as arranged by course faculty. A debriefing is an opportunity for the student to do a case presentation, participate in professional discussion and collegial discourse on the diagnosis and treatment of psychiatric patients seen by the students that week. Students must attend and participate in the weekly debriefings as listed in the course calendar. Students are required to arrive on time, be in a quiet private setting, not have anyone else in the same room, and have their camera on the entire time. (required attendance is 5 sessions or the student is ineligible to pass the course, and the SOAP notes are ineligible for grading). **Cameras must be on at all times and the student must participate, or credit will not be given.** If a student is driving or otherwise distracted the instructor reserves the right to remove that student from the session.

Students must be on time, if a student is more than 10 minutes late the faculty reserves the right to not admit the student into the session.

Required Debriefing/ Case Presentations:

1. **Five** debriefings are required **per clinical course you are enrolled in.**
 - a. For example, if you are enrolled in NURS 5367 and NURS 5368, you must complete 10 debriefings.
2. Debriefings will be scheduled weekly at a schedule designated by your course instructor.
3. This will consist of each student presenting a patient case that has been reviewed and assessed during clinical hours with your preceptor.
4. The case presentation will include a brief background, Patient history, Family history, Diagnosis, ICD 10 Code, and any treatment recommendations. To allow all students to present, the case presentations will be limited to 5- 7 minutes per student.

5. At the end of the debrief session, students will be provided a code word to enter into Canvas, this code word is for one debrief session in one course and should not be shared. **All student's must enter the Code Word and Date in the assignment as well as their name and one course in the Meeting Chat.** Faculty will use the meeting chat to audit debrief sessions.
6. Debriefings are a requirement to pass the course, as SOAP notes **will not** be graded if debriefing sessions are not completed.
7. Students will only be allowed to attend the schedule assigned to you by your course faculty.
8. Moving to any other scheduled debriefing time is **not allowed.**
9. If a debrief session is missed due to an emergency, please contact your instructor immediately via email and discuss any alternatives. Your instructor may approve or deny alternatives, and the decision is based on faculty discretion.
10. Faculty discretion determines the options for debriefing session makeup-ups, which may include CEUs, separate presentation times, or video recordings of the student case.

Please Note: Detailed information along with grading rubrics for course assignments will be provided in Canvas.

Clinical Course Requirements Information:

1) Clinical Hours Required

NURS 5367 & NURS 5368 are 125 clinical hour per course, 15-week courses. Students can expect a minimum of 10 hours of clinical per week; no clinical time may be scheduled over **University Holidays, Breaks or during Finals Week.** **Student's cannot start clinical on the first day of class and must be approved by faculty to start, this usually takes 24-48 hours.**

A minimum of 125 clinical hours is required for satisfactory completion of this course.

The breakdown of clinical hours for the entire NP program is as follows:

- NURS 5367 Adults and Older Adults: – 125 hours total
- NURS 5368 Adult/Gerontology – 125 hours total
- NURS 5370 Children/Families – 125 hours total
- NURS 5373 Capstone Lifespan – 125 hours total

Please remember that students are not allowed to do clinicals where they are employed unless they are doing them with someone they do not directly report to nor with a relative.

Each course has a specific population focus for clinicals, and clinical sites/preceptors must be approved by the clinical instructor. Students should document any encounter seen during clinical

even if it is a pediatric patient. While NURS 5370 is for pediatrics' students may encounter pediatrics prior to then. All students must have a minimum of 50 encounters for pediatrics at the end of the Program as this is a lifespan credential. **Pediatrics are defined as patients below age 18.**

Clinical Approval, Hours, and Restrictions

Clinical hours may be completed with the following licensed providers:

- Licensed Psychiatrist (MD or DO)
- Physician's Assistant (PA) with a Certificate of Added Qualifications (CAQ) in Psychiatry
- Board-Certified Psychiatric Mental Health Nurse Practitioner (PMHNP-BC)
- Preclinical Approval: Students must be approved by their lead faculty before starting any clinical hours.
 - If clinicals begin without approval, hours will not count, and academic consequences may apply.
 - Site Diversity & Experience Goals
 - Students are encouraged to rotate through diverse clinical settings, including:
 - Inpatient psychiatric units
 - Outpatient clinics
 - Substance use treatment facilities
 - Detox programs
 - Intensive outpatient programs (IOP)
 - Partial hospitalization programs (PHP)
 - Exposure to a variety of patient populations and care settings ensures a well-rounded clinical experience.
- Scheduling Restrictions:
 - Clinical hours cannot be completed on holidays, school breaks, or during finals week.
 - If a clinical day exceeds 6 hours, a 30-minute lunch break is required.
- Documentation:
 - All clinical hours must be logged in Exxat or InPlace within 72 hours of the encounter.

- Students must meet all clinical and course documentation requirements on time.

Clinical Supervision Requirements

100% of encounters must be supervised by your preceptor.

Supervision means active guidance and feedback, not passive observation.

- **Enrollment in Clinical Courses:**
Students may enroll in up to two (2) clinical courses simultaneously, provided they meet all program and clinical placement requirements.
- **Preceptor Utilization:**
A single preceptor may be used for no more than two (2) clinical semesters during the entire program. This ensures students gain diverse clinical experiences in multiple settings.
- **Extenuating Circumstances:**
Students experiencing challenges with clinical placements, preceptor availability, or other significant issues must promptly notify their lead faculty.
 - Faculty will review the situation on a case-by-case basis.
 - A pardon or exception may be granted with faculty approval in extenuating circumstances.
- **Accountability:**
Students are expected to proactively manage their clinical schedules and preceptor relationships to comply with this policy.

Hour Breakdown – 125 Clinical Hours (Per Course)

Requirement	% of Hours	Hours (per 125)	Notes
Physically Co-located with Preceptor	50%	63 hours minimum	Student is physically at the same site as the preceptor (clinic, office, hospital, or designated home site). Encounters may be in-person or telehealth as long as the student and preceptor are co-located.
Remote Telemedicine (Preceptor-Approved)	50%	Up to 62 hours	Conducted remotely using secure, preceptor-approved platforms with real-time supervision.

Scheduling Guidance

- Goal per semester per course: 125 hours.
- Students are encouraged to schedule additional hours to account for preceptor emergencies, vacations, or unforeseen circumstances.

Program Requirement – Pediatric Clinical Hours (mainly in NURS- 5370 but can be documented across the program)

- Total Pediatric Hours: 125 hours per course.
- Eligible Hours: Encounters with patients 0–21 years old, including perinatal, postpartum, and family therapy sessions.
- Pediatric Focus:
 - Minimum of 50 encounters with patients under 18 years old before graduation.
 - Pediatric hours cannot be fulfilled entirely with patients aged 18–21; sufficient exposure to patients under 18 is required.
- Program Flexibility: Pediatric encounters may be completed at any point during the PMHNP program whenever a qualifying patient is available.

Restrictions & Academic Integrity

Students may not complete 100% of hours via telemedicine.

Faculty may conduct spot checks (virtual or on-site).

Falsifying clinical presence = academic integrity violation, which may result in probation or dismissal.

2) Appropriate Clinical Attire

Students should ask their preceptor how they should dress prior to arrival at the clinical site. Regardless of attire the UT Tyler ID badge must be worn at all times while in the clinical area. Remember, UT Tyler NP students are representing themselves and the university as future NP's and need to look the part. If appropriate for the setting, students may wear a lab coat. The Lab coat must have the UT Tyler School of Nursing patch on the left chest. All clothing should be clean, pressed, with no frayed hems showing. Should a preceptor advise the student to wear scrubs then this is permitted only in that preceptor's setting.

3) Preceptor Handbooks

Students are required to give each preceptor a UT Tyler Preceptor Handbook and review the contents of the handbook with them. The Preceptor Handbook is available on Mission Possible in Canvas. **In addition, students are expected to develop specific clinical objectives and provide them to each of their preceptors at the beginning of their clinical rotations.**

4) Clinical Hours Documented within clinical placement software

Clinical Hour Submission Policy

To ensure timely documentation and compliance with program standards, all students are required to submit their clinical hours within the designated timeframe.

1. Clinical Hour Entry Deadline

- Students must enter all clinical hours within 72 hours of completing each shift.
- After 72 hours, the system will automatically close, and students will not be able to enter hours.

2. Late Log Submissions

- Clinical logs will not be reopened for late entry unless there are extreme and verifiable circumstances, such as medical emergencies, military orders, or other documented events beyond the student's control.
- All requests for exceptions must include supporting documentation and must be submitted within 7 days of the missed deadline.

3. Responsibility & Compliance

- Failure to enter clinical hours on time may result in delays in course completion, removal from clinical rotations, or inability to progress in the program.
- It is the student's responsibility to monitor deadlines, ensure entries are complete, and confirm successful submission.

Students are to use the clinical time to see patients as quickly and efficiently as possible. Do not count lunch into the hours entered into **the clinical placement software**. We do not expect students to work the full schedule with no breaks, any student working over six hours should have a break documented.

Confidentiality - maintain patient confidentiality by not removing any patient identifiers from clinics other than patient initials for **the clinical placement software** log as this would be considered a HIPPA violation. Students may not take a printed patient schedule, lab, or any other printed information from the clinic setting. No screenshots or copies of any patient records are allowed.

5) Preceptor Signature Sheets

Preceptor should approve hours weekly in clinical placement software.

Students will need to verify their **the clinical placement software** submissions by showing they correlate with their preceptor's approved hours. **The student must add up the time and the time on their clinical placement software entries (excluding lunch) and these hours must correlate.**

6) Clinical Performance Evaluations

Students must obtain a passing clinical performance evaluation by the student's faculty member before a grade in the course will be determined. For this course, the student is expected to make an appropriate plan of care for every patient seen in clinical. Students must also meet the satisfactory level of 80% on CPE and/or OSCES. If a student is having a less than satisfactory performance in clinical, Faculty will reach out to discuss with the student to help improve clinical outcomes.

Please see the Clinical Performance Evaluation (CPE) for specific areas evaluated. Students will be evaluated by their clinical faculty member using several means including, but not necessarily limited to, the following: observation, chart review, speed of patients seen, discussions with the student's preceptor(s), and review of feedback provided by the preceptor CPEs. Clinical performance requires application of key concepts in providing care to individuals and families as evidenced by documentation in the CPE. **TWO CPE's** are required for this course – **one mid-term and one final evaluation**. Students must satisfactorily complete the clinical performance component of the course to be eligible to pass the course. A minimum of 80% on OSCE performance from faculty and a minimum of two satisfactory CPE's from the preceptor must be completed to provide evidence of satisfactory performance. Failure to complete the clinical component satisfactorily will result in a course failure. Satisfactory on the CPE is defined as a C or better in most sections.

Note: At the discretion of the faculty additional site visits and/or clinical hours (in 40-hour segments) may be added to the student's overall course requirement if the student does not perform satisfactorily during evaluation by either faculty or preceptor. In addition, faculty may make unannounced visits to the clinical site or call the preceptor at any time to evaluate a student's progress. Please be sure to keep faculty informed of any changes in clinical schedule/times. Should an unsatisfactory CPE/OSCES be documented, a subsequent CPE/OSCE may be needed. The subsequent CPE/OSCES must demonstrate satisfactory performance in order for the student to pass the clinical portion of the course. Please note that there is a course requirement that ALL site visits (and all clinical hours) must be completed by the date on the course calendar. If the student fails their OCSEs or CPE, this may result in course failure. If a student is removed from a clinical site by clinical staff, the student will fail the course however, the removal will be reviewed by Clinical Faculty and a determination will be issued within 14 business days.

7) **Preceptor Contact:** All clinical students are expected to arrange a contact meeting between their preceptor and Clinical Faculty within the first 6 weeks of the course. Faculty will post their suggested times to help facilitate the meeting within the first two weeks of the course. This meeting should take five minutes to ten minutes. **Preceptor Contact Meeting – if this is not completed by the deadline and you have not communicated with your Faculty member a 5 % deduction will be taken from the professionalism grade.**

Important Course Dates:**Classes Begin: May 11th, 2026****Last Date to Withdraw: 07/15/26** Students please notify your course faculty and contact your advisor.**Clinical Orientation:** May 21st 2026 at 6PM, link will be posted in the course.**Calendar of Topics, Readings, and Due Dates:****Summer 2026 COURSE CALENDAR NURS 5367**

There are no clinicals during finals week, Holidays or University Breaks– check academic calendar and do NOT schedule clinicals on finals week or over a Holiday or University Break.

Date(s)	Topic/Assignment	NURS 5367 grade
Course opens Thursday May 7th, 2026	Orientation within first two weeks. Zoom link will be posted. Weekly meeting times may vary	
Due- May 14th	PMHNP Professionalism Quiz/Requirements	10%
Weekly- CASE PRESENTATIONS Mandatory attendance with cameras on		10% Debriefing/case presentation weekly 8 opportunities possible, must attend at least 5 debriefings semester for each course taken
Fri 05/22/26	Full Clinical schedule due	2.5%
Sun 05/24/26	GENOGRAM	5%
Tuesday 06/02/26	Clinical Challenge 1	12.5%
Sun 06/07/26	SOAP NOTE #1	7.5%
Tuesday 06/23/26	Clinical Challenge 2	12.5%

June 15th -June 19th Mon-Fri (Could Change)	Mid-term CPE by preceptor due 06/26/26	2.5%
Sun 06/28/26	SOAP NOTE #2	7.5%
07/15/26	LAST DAY TO WITHDRAW	
Tuesday 07/14/26	Clinical Challenge 3	12.5%
Between weeks of 07/31-08/09 Due 08/09/2026	Clinical Challenge 4- Alternate Challenge, instructions released prior to.	12.5%
*Mon 08/10/26	Clinical Schedule Hours Signed off + page	2.5%
Mon 08/10/26	Final Preceptor CPE	2.5%

School of Nursing Policies and Additional Information:

https://www.uttyler.edu/nursing/college/student_guide_and_policies.php

Student Resources and University Policies are provided in Canvas.

Artificial Intelligence Statement

[Artificial Intelligence \(uttyler.edu\)](https://www.uttyler.edu/nursing/college/student_guide_and_policies.php)

Student Concerns: Our goal is to communicate effectively with our students and to establish an optimal learning environment. If you have any concerns, please follow the chain of command.

1. Speak to your faculty member first to try to resolve any concerns.
2. If the response does not address your concern, you are welcome to contact the program director. Please allow a reasonable amount of time to work with your faculty to resolve any concerns.
3. If the response does not address your concern, you are welcome to speak with the Associate Dean of Academic Affairs.

The UT Tyler School of Nursing faculty are committed to...

- Posting a full syllabi including a course calendars ahead of the semester for each course to allow ample time for student life planning. You may find the course syllabi for the

School of Nursing posted [here](https://www.utt Tyler.edu/academics/colleges-schools/nursing/syllabi/). (<https://www.utt Tyler.edu/academics/colleges-schools/nursing/syllabi/>)

- Scheduling exams during a 4-hour time block.
- Immediate access to course instructor [see designated contact] during exams for individual student support.
- Partnering with students to achieve academic success
- Providing SAR recommended accommodations for individualized student needs.

Commitment required from students...

- Review each course syllabus and assignment calendar prior to semester start to make necessary arrangements for specified exam days.
- Notify instructors immediately of any emergencies that hinder exam time – discretion to the faculty on a case-by-case basis.
- Request accommodations appropriately through the **Student Accessibility and Resources (SAR)** for any physical or learning needs which will notify the faculty of any requests. (<https://www.utt Tyler.edu/academics/success-services/disability-services/>).
- Parenting- https://linktr.ee/utt Tylerpregparenting?utm_source=qr_code
- Achievement of a minimum examination average score of 80% to pass each individual course.
- Adherence to the university policy of academic integrity.
- Rationale for examinations timed schedule is expected for licensure students who are sitting for National Exams and exam integrity adherence.

This is a reminder that all exams must be taken during the designated exam window. Committing to graduate school is a significant responsibility that requires careful balancing of both academic and personal schedules during these rigorous years. **Any changes to the exam schedule will only be considered at the discretion of the faculty and only in cases of genuine emergencies.**