**Guidelines for Master’s Paper:**

**NEW Performance or Quality Improvement Practicum Option**

This practicum option is a guided learning experience to provide a student the opportunity to work collaboratively with a SON faculty on evidence-based performance or quality improvement opportunities. Sixty hours (60 hrs.) of practicum time is only a portion of the effort for this option. It is recommended that students maintain a time log for preparation and the actual hands-on participation with the project team. N992 is a 3-credit course and will require approximately 2-3 hours of independent work per week for each unit of credit. It many cases you will need to enroll twice in N992 to fulfill the requirements of this option; please check with your committee chair. If you have any questions about this option, please see the Program Director.

Performance or quality improvement projects need to be associated with a clinical setting that involves or affects patient care. The SON faculty member who is the Chair of your committee must be the project director or directly involved with the project. The project should include stakeholders from different backgrounds (e.g., nursing, medicine, public health), but is not required. The responsibility of the Committee Chair will be to guide the learner in identifying a potential project, coaching the student on the use of improvement methodologies, orienting the student to the health care setting if needed, and managing relationships within the health care setting.

| Proposal Defense (Approximately 3-5 pages, not including the reference list) | • Provide a brief overview of the larger study or project (sample, setting, data collection or implementation plan and analysis) including the significance to advanced nursing practice  
• Describe the purposes, specific learning objectives, and specific experiences for the practicum that facilitate the aims of the team  
• Relate the relevance of the student’s work to the larger project/study or the aims of the team.  
• Provide a tentative work plan for the practicum. Include the time frame for the 60 hours of hands-on experience as well as independent work involved with preparing for and carrying out the activities:  
  **Examples:**  
  o If a performance improvement or quality improvement project involves human subjects or working with de-identified data, include time to complete CITI training and the addition of the student’s name to the IRB  
  o Reading of project/research proposals and manuscripts leading up to the current study/project and manuscripts centered on the project  
  o Participation in seminars of the project or research team  
  o Learning of the methods, techniques, or tools used in the project  
  o Independent work related to carrying out the agreed-upon activities  
  o Attendance at regular team meetings as agreed upon |
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| Final Report (10 page minimum not including the reference list) | • Overview of the endeavor: The information provided in the proposal defense above  
• Evaluation of the student’s experience  
  **Describe in detail, the:**  
  o Nature of the student’s experience of being part of a project  
  o Results of each activity or component of the student’s work  
  o Implications of the project team’s goals and the student’s work to advanced nursing practice.  
  **Specifically reflect on:**  
  o Problems or challenges encountered during the practicum and how these were resolved or met  
  o How the experience added to an understanding of research, performance improvement, quality improvement, and the role of the team  
  o How the experience may influence their advanced nursing practice |
| Publication style | APA style should be used for the preparation of the report. |
| Appendices | As applicable:  
• Tables and Figures  
• Charts and Diagrams |

*Approved MEC 3/2017*