

LEHMAN COLLEGE DEPARTMENT OF NURSING

GRADUATE NURSING PROGRAM

CLINICAL APPLICATION INSTRUCTIONS

1- Submit copies of **required documents** to the Nursing Department prior to 1st clinical course:

- a. Current Student Health Clearance Form – download form from Lehman Home page
- b. BCLS Certificate – American Heart Association
- c. Malpractice Insurance –SN Practitioner Insurance for FNP/PNP students
- d. NYS-Registered Nurse License & Registration (both parts)
- e. Current Resume
- f. Bring copies of these documents (a-e) to the clinical site for their records

2- Submit a **completed Application for Clinical Placement form** on or before the deadline dates listed below:

- a. Fall – July 1st; Spring- October 1st; Summer – March 1st

3- If you do not have a placement, please contact Cynthia.wilson@lehman.cuny.edu before the deadline date since placements are made early.

a. Preceptor criteria:

- i. licensed physician, board certified nurse practitioner, licensed physician's assistant –
- ii. A copy of the preceptor's current resume or CV on file in the Nursing Dept.
- iii. An affiliation agreement with the health care institution where the preceptor works.

b. Clinical requests for new sites will require additional time for affiliation agreements to be processed and signed. Contact Dr. Campbell, Eleanor.campbell@lehman.cuny.edu OR 781-960-8393

4- All forms that you will need for clinical placement and the clinical courses including request and evaluation forms can be downloaded from: **Graduate Documents and Forms**
<http://www.lehman.edu/academics/health-human-services-nursing/nursing/grad-docs-forms.php>

5- Clinical Applications are required for all clinical nursing courses: NUR [PNP-770, 771, 772],[FNP-774, 775, 776]

6- Students may not begin clinical hours without Department approval at the start of the academic terms (Spring, Summer and Fall)