



NURSE-MIDWIFERY & WOMEN'S HEALTH/GENDER RELATED NURSE PRACTITIONER 2021-2022 SUPPLEMENTAL GUIDE

All students are required to know and abide by these policies along with the stated policies in the University of Pennsylvania's [Pennbook](#) and Penn Nursing's [MSN Handbook](#). The Nurse-Midwifery and Women's Health/Gender Related Nurse Practitioner programs are tracks within the Primary Care Program at Penn Nursing. These two operate as a unit for the first year – sharing faculty, teaching, and clinical placements. To remain in good standing, students must be compliant with all policies outlined by the University, Penn Nursing and presented here in this Supplemental Guide.

I. Diversity Statement

Students are admitted into these programs because of unique attributes, which we believe will add value to our programs. We are committed to create a learning environment that is actively anti-racist and dedicated to social justice and equity. Additionally, we aspire to create an environment which is inclusive for all individuals across the gender spectrum, and we want this to be the framework from which we all learn in the classroom. Sexual and reproductive health, pregnancy, and birth are experienced by individuals, couples, and families from multiple gender identities.

To advance this directive, we ask that all faculty and students participate in examining their biases and work towards fostering an environment that is welcoming, safe, accessible, and inclusive for all people. This is not easy work, and it is necessary to shape future health care professionals that are able to meet the needs of a diverse population.

II. Enrollment Status

Admission to the program(s) is consistent with the [Penn Nursing Admission](#) policies. Upon admission, a Plan of Study (POS) is created for each student by the Track Director(s). This POS may only be changed upon consultation with, and approval of the Track Directors:

Director, Nurse Midwifery Track

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Upon enrolling in the MSN program(s) a student will be assigned to an appropriate faculty advisor. It is the responsibility of the student to regularly meet with the faculty advisor for course registration purposes and to discuss clinical and academic progress.

III. Program Length

The full-time program is designed to be completed in consecutive semesters:

Women's Health/Gender Related Nurse Practitioner:

Summer I & II, Fall, Spring, Summer I.

This covers a period of approximately 14 months.

Nurse-Midwifery:

Summer I & II, Fall, Spring, Summer I & II, Fall

This covers a period of approximately 19 months.

IV. Program Requirements

There is a minimum of 13 required courses for graduation from the WHGRNP program. A minimum of 17 courses are required for graduation from Nurse-Midwifery. These total course units are divided among core graduate nursing courses and clinical courses. See the [Graduate Catalog](#) for the current listing of courses and Penn Nursing's Office of Academic Affairs's website for [course registration](#) policies.

V. Clinical Compliance

In order to remain enrolled in the program(s) and attend classes, students must be in compliance with Penn Nursing [Clinical Compliance](#) policies. For the WHGRNP and NM programs, each student must be properly licensed as a Registered Nurse (RN) in the following **THREE STATES** – Pennsylvania, New Jersey, and Delaware. Almost all of our clinical sites are in these three states, although there may be times when a clinical placement in other states could occur. If the latter is necessary, individual students will be given appropriate notice in order to be able to obtain an RN license from the specific state in which they will be obtaining clinical experience.

RN licensure information: Please be aware that obtaining RN licensure is time consuming and can take several months. Students are NOT permitted to begin the Fall courses (clinical or theory) of their first clinical year without evidence of licensure in **Pennsylvania, New Jersey, and Delaware**. Assignment to a clinical rotation in one state does not assure completion of the rotation in the same site or state. Therefore, regardless of notification of clinical placement and regardless of the student's geographic home, all students must obtain and maintain RN licenses in PA, NJ and DE.

Failure to begin clinical at the designated time during the course (due to license non-compliance) will require the student to withdraw from the respective course and consider another course while obtaining licensure.

Information regarding license applications can be obtained from:

Board of Nurse Examiners

Box 2649

Harrisburg, PA 17105-2649

(717) 783-7142

<http://www.dos.state.pa.us/bpoa/cwp/view.asp?a=1104&q=432883>

New Jersey Board of Nursing

Endorsement Department

P.O. Box 45010, Newark, N.J. 07101
(973) 504-6508
<http://www.state.nj.us/lps/ca/medical/nursing.htm>

Delaware Board of Nursing
861 Silver Lake BLVD., Suite 203
Dover, Delaware 19904
(302) 744-4515
<https://dpr.delaware.gov/boards/nursing/>

VI. Plan of Study

Women's Health Gender Related NP Plan of Study:

Summer I

NURS657 Clinical Decision Making in Advanced Nursing Practice [Health Assessment]
NURS780 Health Care of Women & Primary Care - Theory and Clinical
NURS607 Advanced Physiology and Pathophysiology

Fall I

NURS781 Well Woman Health Care - Theory
NURS782 Well Woman Health Care - Clinical
NURS688 Complementary/Alternative Therapies in Women's Health
NURS608 Advanced Pharmacology and Therapeutics for Nursing Practice

Spring I

NURS783 Health Care of Childbearing Women - Theory
NURS784 Health Care of Childbearing Women - Clinical
NURS743 Fetal Evaluation
NURS540 Current Issues in Health and Social Policy

Summer II

NURS785 Integration I - Theory and Clinical
NURS637 Introduction to Research Methods & Design

Nurse-Midwifery

Summer I

NURS657 Clinical Decision Making in Advanced Nursing Practice [*Health Assessment*]
NURS780 Health Care of Women & Primary Care - Theory and Clinical
NURS607 Advanced Physiology and Pathophysiology

Fall I

NURS781 Well Woman Health Care - Theory
NURS782 Well Woman Health Care - Clinical
NURS688 Complementary/Alternative Therapies in Women's Health
NURS608 Advanced Pharmacology and Therapeutics for Nursing Practice

Spring I

NURS783 Health Care of Childbearing Women - Theory

NURS784 Health Care of Childbearing Women - Clinical
NURS743 Fetal Evaluation
NURS540 Current Issues in Health and Social Policy

Summer II

NURS787 Intrapartum, Postpartum, and Neonatal Health Care - Theory
NURS788 Intrapartum, Postpartum, and Neonatal Health Care - Clinical
NURS637 Introduction to Research Methods & Design

Fall II

NURS785 Integration I – Theory and Clinical
NURS786 Integration II: Midwifery Integration – Theory and Clinical
NURS693 Professional Issues in Midwifery

VII. Clinical Education

- A. Assignments of clinical sites are determined by program faculty and are based on several factors, including the learning needs of the individual.
- B. Students must get permission from the Track Directors to seek clinical sites on their own.**
- C. Students are required to attend all clinical assignments. **All students are required to secure reliable transportation to attend clinical.** Clinical assignments will not be customized to meet individual student travel restrictions.
- D. Faculty advisors will be in regular contact with each advisee’s clinical preceptors and will share preceptor evaluation with the advisee. It is the responsibility of the student to bring all appropriate clinical documentation to each meeting with their advisor.
- E. Students are required to contact both the advisor as well as the clinical preceptor *prior* to the onset of any session for which an excused absence is needed. Any missed clinical sessions need to be made up. If required number of clinical hours per course cannot be completed, or is not documented in the UPenn tracking system, Clinical Education Portal (CEP), by the end of the semester, an “Incomplete” grade will be given until the hours can be made up or the hours are completely documented. An “Incomplete” grade may have an impact on the student’s ability to continue progression into the subsequent semester.

NOTE: If completion of the required number of hours for a clinical course is met prior to the end of the course, the student is expected to continue attending clinical until the course itself is completed/the end of the semester.

- F. The Policy for Management of Body Fluid Exposure is outlined in the MSN Handbook under [Clinical Policies](#). There are specific instructions for both students and clinical supervisors in the case of body fluid exposure. Please review this policy and in the event of an exposure this policy must be followed.

VIII. Evaluation of Students

For each course there is a course director. All questions related to specific courses must be

directed to the Course Director which is indicated on the course syllabus. Likewise, any questions regarding clinical should also be addressed to the Course Director or the course Clinical Site Coordinator as determined by the Course Director.

Evaluative methods for Learning Theory

Evaluative methods are outlined in the course syllabi. The evaluative methods can include examinations, quizzes, scholarly written assignments/papers, etc. If in-class examinations and quizzes require a web-based platform, students must come prepared and plan ahead as directed by the course instructor.

There are specific policies related to academic progression in clinical courses across Masters programs at Penn Nursing. A clinical course is denoted in either the course title, on the plan of study and/or in the catalog. Students must adhere to the policies and procedures outlined in the [MSN Handbook Academic Regulations](#). For WHGRNP and NM, the course NURS743 Fetal Evaluation is included as a “clinical course” and therefore must follow the same requirements as described for clinical courses.

The following are additional examination policies that apply to the theory/clinical courses within the Women’s Health Care Studies Programs:

- A. Examination dates are set by the course faculty and shared with the students on the first day of class. Any student requests to change the time or dates of exams must be discussed with and approved by the course director.
- B. The course faculty is responsible for obtaining a room conducive for examination. (In the circumstance that a student needs to take an exam off-campus, course faculty must approve this arrangement, and will be available to answer questions and offer needed clarification during their exam taking.) All exams are closed book unless otherwise stated.
- C. Students are responsible for notifying their clinical preceptors of examination dates so that they may be excused from clinical.
- D. After all students take their exams, faculty members will correct them according to the predetermined Examination Rubric. A final grade will be posted for each student in a timely fashion.
- E. Students feedback in the examination process is welcomed. In the spirit of facilitating further learning, each student has the opportunity to review examinations by the end of the semester in order to identify and address any learning deficits. At the request of the student or course director(s), an examination review conference between the course director or student advisor and the student may be scheduled to discuss mutually identified deficiencies in the student's theory base as well as test-taking difficulties. Any information discussed during the conference is confidential and must be treated as such.
- F. **Examination Pass Requirements:** The student must attain a score of 80% or greater on each of the program specific theory and/or clinical course evaluative methods. If the student scores less than 80%, students are encouraged to meet with the course director to devise an individualized plan to address learning deficits within the available time limits of the course. Students will be allowed to retest under the discretion of the course director. **A score of 80% or greater on the**

retest is required to pass this second evaluation. Regardless of the score on any successful re-evaluation, 80% will be the maximum grade allotted for the final grade of that test.

A second failure requires a meeting with the student, course director, and program director. A grade of “F” will be given in the course if the score on the re-evaluation for program specific theory and/or clinical courses is less than 80%. The Course Director in consultation with the director and members of the Office of Academic Affairs (OAA) team will provide guidance and counseling aimed at student’s success in meeting the requirements of the program.

FOR NURSE-MIDWIFERY STUDENTS ONLY:

All nurse-midwifery students must take a final comprehensive examination covering all Midwifery content included in this program. This exam is the Eastern Consortium of Comprehensive Midwifery Exam (ECCME). This exam will be administered during the last semester (Fall) of the Midwifery program as part of the Integration courses taken at that time. A passing grade of 80 is required to successfully complete this examination and program.

The ECCME is taken during NURS786 (Integration II: Midwifery Integration aimed at preparing students for the American Midwifery Certification Board (AMCB) Certification examination taken after graduation. The ECCME is taken either electronically at Fagin Hall or remotely with a proctor. The actual ECCME may not be reviewed on paper by the student; however, a student or faculty may request the exam content be reviewed in an educational manner to enhance learning needs and identify potential learning deficits.

Clinical Evaluative Methods

To facilitate application of knowledge and clinical learning, the student and clinical preceptor will discuss aspects of advanced practice management each day of clinical assignment. These conferences may be individual or group in nature, depending on the needs of the learners. It is expected that each student will prepare for the self-evaluation of the day's learning experiences, progress, and areas to work on by completing the **Clinical Evaluation Tool**. The preceptor then will review the Clinical Evaluation Tool with the learner and add comments if indicated. The student is responsible for maintaining the Clinical Evaluation Tool and having this available for preceptors during each clinical experience. Additionally, the student must regularly track clinical hours. **Clinical hours must be hours earned during non-employment times.** If students are sick or unable to attend clinical for any reason, the student must let the advisor and clinical preceptor know via phone, email or text. The clinical log including hours and types of experiences is recorded using Penn Nursing’s Clinical Education Portal (CEP). Faculty and staff provide a demonstration to students on the use of this software prior to the start of the clinical experience.

Each student will meet with an academic faculty advisor every two weeks (or as determined by the student and faculty advisor) to review the Clinical Evaluation Tool and any written evaluations by the preceptor(s).

Note: All faculty members are not on campus during all class days. Alternate days and meeting arrangements may be necessary. Learning needs and clinical experiences will be discussed to review progress in the course. In addition to ongoing meetings with individual students each semester, advisors will maintain consistent direct contact with the respective clinical preceptors. At the end of each course, the preceptor must complete an overall, “**End of Course**” evaluation.

IX. Academic Success

To support academic success, faculty may support the development of a **Learning Plan** or

Performance Contract for a student to focus on learning deficits in the course. The **Learning Plan** is written by the student, and finalized with the appropriate faculty member, when there is agreement between the preceptor and/or course faculty and the student that specific learning objectives are not being met. Academic and clinical faculty will work with the student to design the Learning Plan and the timeline for fulfilling the stated objectives.

A **Performance Contract** is initiated when the student has failed to meet stated course objectives or previously established Learning Plan objectives delineated by either the clinical or theoretical component of a course; has an unresolved Learning Plan; is nearing the end of a semester (thus prohibiting enough time to evaluate a Learning Plan); has difficulty communicating with clinical or academic faculty; has difficulty achieving objectives at a satisfactory rate; maintains a different perspective from the faculty or preceptor of a problem or an evaluation; or has demonstrated an unsafe clinical performance. The student's faculty advisor, in conjunction with the course coordinator, is responsible for defining the final criteria of the Performance Contract and setting a time to evaluate the student's progress and a timeline for final fulfillment of the behavioral objectives. The Associate Director of Graduate Academic Affairs in the OAA is notified when any student is placed on a Performance Contract.

If the Performance Contract is fulfilled, the Track Director in conjunction with the course director and/or advisor will complete the form and include it in the student's file. If the terms of the Performance Contract are not fulfilled, the faculty member initiating the failed Performance Contract will confer with the Track Director. At the faculty's discretion, the student may receive a course failure, and a new Performance Contract may be written, allowing the individual to return one year later to repeat the course at its next offering. The failed Performance Contract is also signed and placed in the student's permanent record. Further details are outlined in the [MSN Handbook](#) under Academic Regulations related to [Learning Plans](#), failing to meet course objectives or circumstances that indicate an "Incomplete" grade (Incomplete Policy).

Declaration of Clinical Safety – Nurse-Midwifery Students only

The Declaration of Clinical Safety must be completed by the NURS785/786 Integration preceptor and student prior to graduation. The signed form must be turned into the course director prior to taking the examination.

X. National Certification Examination

Upon completion of the MSN degree in these programs, students are eligible to take National Certification Examinations. For the Women's Health Gender Related NP students, it is offered by the National Certification Corporation (NCC). Nurse-Midwifery students can sit for NCC exam however only upon completion of the entire Midwifery Program. Most updated examination requirements, dates and sites can be found by checking the NCC website (www.nccwebsite.org). Graduates of the MSN in Nurse-Midwifery must pass the National Certification Examination offered by the American Midwifery Certification Board (AMCB) to use the CNM credentials after their names. Further details are available at the AMCB website (<http://www.amcbmidwife.org/>)

IX. Student Feedback and Engagement

Faculty highly value student participation in the creation and evaluation of the policies of the programs. At the beginning of each semester, faculty will request the participation of a student representative/s at the Faculty Meetings for the coming semester. Student(s) will be notified of

the meeting schedule in advance and will be expected to attend each meeting for the entirety of the “open” portion of the agenda. Students are not permitted to attend any portion of the agenda which will address confidential matters related to the program or to any student. The student is expected to solicit feedback and issues of concern from the entire student cohort and likewise to convey pertinent information or announcements to and from the faculty and the students in a professional manner.

Track Directors are available to any student who wishes to submit individual feedback for faculty consideration.

To support the achievement of MSN program outcomes and expectations of the role of WHGRNP or NM graduate from Penn Nursing, all students are required to attend a national meeting of an **appropriate professional organization** while they are enrolled in the clinical sequence of the program(s). The midwifery students are strongly encouraged to attend the American College of Nurse-Midwives (ACNM) meeting. All meetings will need to be approved by the program director prior to the student registering or attending. Additional supports and application of this student learning outcome are depicted in NURS785 Integration I and NURS693 Professional Issues in Midwifery.

Support for Families

Quiet breast-feeding babies under six months of age are welcome in class, with prior notice and an adult caregiver available nearby. We ask that students try to breast-feed at times that create the best possible environment for parent and baby as well as faculty and classmates. Children and infants of any age are not permitted in simulation labs or bench labs for the protection of both the children and the facilities. A private, sanitary place to nurse or pump is available in Fagin Hall (See [University HR website](#) for more information and locations across campus).

The Midwifery program is fully accredited by the American Commission for Midwifery Education. Questions regarding this accreditation should be addressed to the American Commission for Midwifery Education Suite 1550, 8403 Colesville Road, Silver Spring, MD 20910. <http://www.midwife.org/Accreditation>

The Women’s Health Gender Related Nurse Practitioner program is fully accredited by the Commission on Collegiate Nursing Education. Questions regarding this accreditation should be addressed to the Commission on Collegiate Nursing Education 655 K Street, NW, Suite 750, Washington, DC 20001. <http://www.aacnursing.org/CCNE>

Reviewed and revised 6.21 by OAA, WHGRNP and NM Program Directors