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**NP PRECEPTOR REQUEST & INFORMATION FORM**

Dear Clinical Preceptor,

Thank you for your willingness to be a preceptor for a student in Oakland University’s Nurse Practitioner Program. We greatly appreciate your expertise, time, and service to our students, the School of Nursing, and to Oakland University. In our program, we emphasize the role of the nurse practitioner as part of the healthcare team. We encourage your participation in our program and welcome your feedback. Our goal is to collaborate with you, so the student has the best experience.

As part of our process, we are asking you to complete page 2 of the following 2-page form. The information is required for our accreditation. This form also asks you to indicate the number of hours you are available to precept. Once the form is completed, the student will **return the 2-page form to** **npclinical@oakland.edu**.If an Affiliation Agreement is not on file at Oakland University, the Clinical Operations Team will contact you and/or your office to coordinate the completion of one.

At the beginning of the rotation, you will receive detailed information about the course, the student evaluation form, and faculty contact information. At the end of the clinical rotation, you can request a certificate of service, which verifies the hours you precepted the student. If additional verification is needed for your professional certifying body, please do not hesitate to contact us. In addition, at the end of the calendar year, you will receive an evaluation form asking you to evaluate your experience with Oakland University, the School of Nursing, and the Nurse Practitioner Program. Your feedback is crucial in helping us to maintain an outstanding program.

We sincerely appreciate your time and the service you are graciously providing to this student and to Oakland University’s Nurse Practitioner Program.

Sincerely,

**Antionette**

Antionette Trevino, MSN, RN, ONC

Director, Clinical Operations and Experiential Learning

Oakland University, School of Nursing

Rochester, MI 48309

aatrevino@oakland.edu

**Oakland University School of Nursing**

**NP PRECEPTOR REQUEST: PRIMARY CARE**

THIS PAGE TO BE COMPLETED BY THE STUDENT

**Date:** Click or tap here to enter text.

**COURSE:**

[ ]  **NRS 6637 Advance Nursing Care of Episodic Health Conditions**

[ ]  **NRS 6647 Advance Nursing Care of Chronic Health Conditions**

[ ]  **NRS 6657 Advance Nursing Care of Pediatric Patients**

[ ]  **NRS 6667 Advance Nursing Care of Aging Adults**

**Semester (check one):** [ ] Fall [ ] Winter [ ] Summer **Year**: Click or tap here to enter text.

**Track (check one):** [ ] Family Nurse Practitioner [ ] Adult-Gerontological - Primary Care

**STUDENT INFORMATION:**

**Name:** Click or tap here to enter text. **Oakland E-mail:** Click or tap here to enter text.

**Address:** Click or tap here to enter text. **City, State & Zip Code**: Click or tap here to enter text.

**Home Phone:** Click or tap here to enter text. **Mobile:** Click or tap here to enter text.

**PROPOSED PRACTICE INFORMATION: (To be completed by student)**

**Practice Name:** Click or tap here to enter text.

**Office Manager/Contact:** Click or tap here to enter text. **Email Address:** Click or tap here to enter text.

**Office Phone**: Click or tap here to enter text. **Fax**: Click or tap here to enter text.

**Alternate Phone / Contact Information**: Click or tap here to enter text.

 **Address:** Click or tap here to enter text. **City, State & Zip Code**: Click or tap here to enter text.

**(Next page is for the preceptor to complete)**

**PRECEPTOR INFORMATION**

THIS PAGE TO BE COMPLETED BY THE PRECEPTOR

**Preceptor Name with Credentials**: Click or tap here to enter text.

**Preceptor Email**: Click or tap here to enter text. **Phone**: Click or tap here to enter text.

**Work Address**: Click or tap here to enter text. **City, State & Zip Code**:Click or tap here to enter text.

**Number of Hours Typically Worked Per Week**: Click or tap here to enter text.

**Primary Days/Hours Worked**: Click or tap here to enter text.

**Graduate Educational Institution**: Click or tap here to enter text.

**Degree Earned**: Click or tap here to enter text. **Date Received**: Click or tap here to enter text.

**Michigan RN License Number**: Click or tap here to enter text. **Expiration Date**: Click or tap here to enter text.

**NP Certification Board:** Click or tap here to enter text. **Expiration Date**: Click or tap here to enter text.

**NP Board Credentials**: Click or tap here to enter text. **Date Received**: Click or tap here to enter text.

**Michigan MD/DO License Number**: Click or tap here to enter text. **Expiration Date**: Click or tap here to enter text.

**Specialty Area of Practice**: Click or tap here to enter text.

**Years of Experience:** Click or tap here to enter text.

**Years of Experience in Current Role:** Click or tap here to enter text.

Are you **employed** by a health system? [ ] Yes [ ]  No **Name:** Click or tap here to enter text.

Are you **credentialed** by a health system? [ ] Yes [ ]  No **Name:** Click or tap here to enter text.

**I am willing to precept**: Click or tap here to enter text. **for** Click or tap here to enter text. **hours.**

 **Student’s Name** **(up to 210 hours)**

 **Preceptor Signature:** Click or tap here to enter text. **Date**: Click or tap here to enter text.

**Please include your CV/Resume and attach a business card if available.**

**Student, please return this 2-page form & attachments by email to** **npclinical@oakland.edu****.**