

# DNP PROJECT POLICY

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## DNP Project Advisor

Project advisors are assigned to doctoral students by faculty based on the area of expertise, methodology and availability. Once the assignment is made, the project advisor assumes primary responsibility for supervising the student throughout the entire project process, although assignments related to the project are integrated into coursework and should be submitted to the course instructor as outlined in the DNP Project Timeline. If a student experiences difficulty with the advising assignment and wishes to request a change in DNP project advisor, the student is required to submit a formal letter to the DNP Director describing the reasons a change in advisor is being requested. If a change in advisor is granted, the student will be assigned to a committee of faculty to oversee completion of the project.

## Progression

The BSN-DNP or Master's-DNP student may not enroll in NURS 9130 Evidence-Based Practice and Information Systems unless the student has submitted the project proposal to the RMU IRB or the IRB at the agency where the project is being conducted. **The IRB application must be approved by the project advisor prior to submission to the IRB.** If a student has not submitted to IRB by the start of the semester in which the student is registered for NURS 9130, the student must withdraw.

## Graduation

BSN-DNP or Master's-DNP graduation requires completion of a DNP project advisor approved project manuscript, oral presentation to the faculty, and submission of the completed time log of project hours in adherence with the DNP project timeline and requirements for NURS 9620 Applying Evidence-Based Practice in Healthcare Settings.

## If the DNP project is not completed before graduation:

Failure to complete the requirements for NURS 9620 will result in an Incomplete (I) grade in NURS 9620. Thirty days prior to graduation, students who do not anticipate completion must

submit a formal, written request for participation in the graduation ceremony. A determination will be made by the DNP Council

Students who have not completed their DNP project time log, oral presentation and/or manuscript by the date determined by the DNP program director will be required to take an incomplete (I) grade. Failure to complete these requirements prior to the due date will necessitate registering for a one credit independent study course. If the graduation requirements are not fulfilled the following semester, the student will be required to register for a one credit independent study each and every semester until he/she successfully completes all requirements. Failure to register for the independent study will result in withdrawal from the program. If the student wants to return to the program, a formal written request for reinstatement must be sent to the DNP Program Director. DNP Council will decide if student may be reinstated to the program.

**DNP Project Timeline - Masters to DNP FOP**

Semester	Course	DNP Project Competency	Responsibility
Fall Year 1	NURS 8020 (Research and Theory)	<ol style="list-style-type: none"> <li>1. Identify potential area of interest               <ol style="list-style-type: none"> <li>a) Conduct a preliminary literature review</li> <li>b) Begin to consider type of project                   <ol style="list-style-type: none"> <li>i. Program evaluation</li> <li>ii. Qualitative project (with special permission)</li> <li>iii. Quantitative project</li> <li>iv. Systems improvement</li> </ol> </li> </ol> </li> <li>2. Complete prescribed CITI Module</li> </ol>	Course Instructor
Spring Year 1	NURS 8150 (Integrating Research into Practice)	<ol style="list-style-type: none"> <li>1. Complete written Literature Review</li> <li>2. Submit draft of project proposal to include:               <ul style="list-style-type: none"> <li>-Significance</li> <li>-Background for Project</li> <li>-Purpose</li> <li>-Projected Outcomes for Project</li> <li>-Methodology (tentative)                   <ol style="list-style-type: none"> <li>i. Design of program</li> <li>ii. Site for program</li> <li>iii. Sample or participants</li> </ol> </li> </ul> </li> </ol>	Course instructor

Semester	Course	DNP Project Competency	Responsibility
		<ol style="list-style-type: none"> <li>3. DNP Project Advisors will be assigned by the end of spring term</li> <li>4. Submit a Letter of Support to course instructor from the organization where project will occur</li> <li>5. Student will submit one page executive summary of project by May 5<sup>th</sup>- Year 1</li> </ol>	<p>Doctoral faculty and DNP program director</p> <p>Student</p>
Summer Year 1	NURS 8140 (EBP and Advanced Nursing Roles)	<ol style="list-style-type: none"> <li>1. Send the statistical consultant and project advisor the project proposal: <ul style="list-style-type: none"> <li>-student should provide statistician and DNP project advisor with abstract/purpose/and copy of corrected proposal prior to the meeting</li> <li>-must include project design, sample selection, methods: how and where data will be collected, general research questions (<b>refer to DNP Project Guidelines for Statistical Analysis</b>)</li> </ul> </li> <li>2. PowerPoint Overview for faculty</li> <li>3. Identify measurement tool (based on literature and/or published instruments)</li> <li>4. Submit <b>DNP project advisor approved IRB proposal</b> due by the last day of the Summer term or student will receive an Incomplete in NURS8140.</li> </ol>	<p>Course instructor, DNP project advisor and statistical consultant</p> <p>Course instructor and DNP project advisor</p> <p>Course instructor and DNP project advisor</p>
Fall Year 2	NURS 9130 (Evidence-Based Practice and Information Systems)	<ol style="list-style-type: none"> <li>1. Determine and develop data analysis plan, including how to code data</li> <li>2. Implement project and collect data</li> <li>3. Enter data into SPSS</li> <li>4. Begin analysis of data (<b>Refer to DNP Project Guidelines for Statistical Analysis</b>)</li> </ol>	<p>Course instructor DNP project advisor and statistical consultant</p>

Semester	Course	DNP Project Competency	Responsibility
Spring Year 2	NURS 9620 (Applying EBP in Health Care Settings)	<ol style="list-style-type: none"> <li>1. Write abstract for professional presentation</li> <li>2. Data Analysis should be submitted to Dr. Cline by February 1<sup>st</sup> (<b>Refer to DNP Project Guidelines for Statistical Analysis by Dr. Cline</b>)</li> <li>4. Final Draft of manuscript submitted to project advisor by March 20th</li> <li>5. Complete and provide to DNP program director a manuscript of publishable quality adhering to APA format and front sheet signed by project advisor by April 20th</li> <li>6. PowerPoint to advisor by March 31st</li> <li>7. Final PowerPoint approved by advisor by April 10th</li> <li>8. Successful oral presentation of DNP project mid-April prior to graduation</li> </ol> <p>*DNP project advisors are expected to get back to students within 2 weeks of submission. If this does not occur, student should contact DNP Director.</p>	<p>Course instructor and DNP project advisor</p> <p>DNP project advisor and statistical consultant</p> <p><b>DNP PROJECT ADVISOR MUST</b> sign final approval of DNP project and PowerPoint presentation prior to the presentation</p>

### DNP Project Timeline - BSN - DNP

Semester	Course	DNP Project Competency	Responsibility
Fall Year 2	NURS 8020 (Research and Theory)	<ol style="list-style-type: none"> <li>1. Identify potential area of interest               <ol style="list-style-type: none"> <li>a) Conduct a preliminary literature review</li> <li>b) Begin to consider type of project                   <ol style="list-style-type: none"> <li>i. Program evaluation</li> <li>ii. Qualitative project (with special permission)</li> <li>iii. Quantitative project</li> <li>iv. Systems improvement</li> </ol> </li> </ol> </li> <li>2. Complete prescribed CITI Module</li> </ol>	Course Instructor
Summer Year 2	NURS 8150 (Integrating	<ol style="list-style-type: none"> <li>1. Complete written Literature Review</li> </ol>	Course instructor

Semester	Course	DNP Project Competency	Responsibility
	<b>Research into Practice)</b>	<ol style="list-style-type: none"> <li>2. Submit draft of project proposal to include: <ul style="list-style-type: none"> <li>-Significance</li> <li>-Background for Project</li> <li>-Purpose</li> <li>-Projected Outcomes for Project</li> <li>-Methodology (tentative) <ol style="list-style-type: none"> <li>i. Design of program</li> <li>ii. Site for program</li> <li>iii. Sample or participants</li> </ol> </li> </ul> </li> <li>3. DNP Project Advisors will be assigned September-Year 3</li> <li>4. Student will submit one page executive summary of project by October 30th- Year 3</li> </ol>	<p>Doctoral faculty and DNP program director</p> <p>Student</p>
<b>Spring Year 3</b>	<b>NURS 8140 (EBP and Advanced Nursing Roles)</b>	<ol style="list-style-type: none"> <li>1. Send the statistical consultant and project advisor the project proposal: <ul style="list-style-type: none"> <li>-student should provide statistician and DNP project advisor with abstract/purpose/ and copy of corrected proposal prior to the meeting</li> <li>-must include project design, sample selection, methods: how and where data will be collected</li> <li>-general research questions (<b>refer to DNP Project Guidelines for Statistical Analysis</b>)</li> </ul> </li> <li>2. PowerPoint Overview for faculty</li> <li>3. Submit instrument paper</li> <li>4. Submit a Letter of Support to course instructor from the organization where project will occur</li> <li>5. Submit <b>DNP project advisor approved IRB proposal</b> due by the last day of the Spring term or student will receive an Incomplete in NURS 8140.</li> </ol>	<p>Course instructor, DNP project advisor and statistical consultant</p> <p>Course instructor and DNP project advisor</p>
<b>Summer Year 3</b>	<b>NURS 9130</b>	<ol style="list-style-type: none"> <li>1. Determine and develop data analysis plan, including how to code data</li> </ol>	<p>Course instructor DNP project advisor and</p>

Semester	Course	DNP Project Competency	Responsibility
	(Evidence-Based Practice and Information Systems)	2. Implement project late summer/early fall  3. Enter data into SPSS  4. Begin analysis of data ( <b>Refer to DNP Project Guidelines for Statistical Analysis</b> )	statistical consultant
Spring Year 4	NURS 9620 (Applying EBP in Health Care Settings)	1. Write abstract for professional presentation 2. Data Analysis should be submitted to Dr. Cline by February 1 <sup>st</sup> ( <b>Refer to DNP Project Guidelines for Statistical Analysis by Dr. Cline</b> ) 4. Final Draft of manuscript submitted to advisor by March 20th 5. Complete and provide DNP program director manuscript of publishable quality adhering to APA format and front sheet signed by DNP project advisor by April 20th 6. PowerPoint to advisor by March 31st 7. Final PowerPoint approved by advisor by April 10th 8. Successful oral presentation of DNP project mid-April prior to graduation  *DNP project advisors are expected to get back to students within 2 weeks of submission. If this does not occur, student should contact DNP Director.	Course instructor and DNP project advisor  <b>DNP PROJECT ADVISOR MUST</b> sign final approval of DNP project and PowerPoint presentation prior to the presentation

Approved 11/9/2012  
 Revised: 10/2018

## Appendix A

### DNP Project Guidelines for Statistical Analysis by Statistician

1. Students should send Dr. Cline their DNP project **proposals** when they are completed in NURS 8140. The proposals should include:
  - a. overall design and sample selection (subjects who will participate)
  - b. methods section (how and where the data will be collected)
  - c. general research questions that identify key variables of interest, along with the proposed measures (or tools) that will capture these variables. The research questions should be stated in everyday language, e.g., “I would like to test the difference in anxiety (STAI I) between the control and intervention groups.”
2. Students should meet with Dr. Cline during the Summer Immersion Day (Master’s to DNP Program) or late summer or early fall (BSN-DNP Program) to discuss their proposal and draft a data analysis plan, including: variable specification, coding, and building a template in SPSS or Excel to receive the forthcoming data. This content is provided and students are prepared in NURS 9130.
3. Students should code, enter, and begin the analysis of data. **The data base and preliminary data analysis must be reviewed with the DNP project advisor prior to submission to Dr. Cline.** Screen the data in SPSS or Excel and submit it to Dr. Cline **prior to February 1 of their graduating year**. Along with the data, students should clearly state each research question in the following format:
  - a. Independent Variable (identified by name on the Excel or SPSS)
  - b. Dependent Variable (identified by name on the Excel or SPSS)
  - c. Statistical Test (Dr. Cline will help students identify the correct tests)
  - d. Output of data analysis performed by student
4. Dr. Cline will confirm the data analysis and present the findings to the students and DNP project advisor.
5. Students should follow-up and discuss the findings with their DNP project advisor.
6. Students (and DNP project advisor) can follow-up and discuss the findings with Dr. Cline prior to student presentations.