

### Step 3: Practicum Course Options: Experiential vs. Traditional Pathway to WOCNCB certification board exam testing

<b>Experiential Pathway</b>	No clinical requirement. Nursing C.E.'s are awarded for each successfully completed didactic course elected. Student is not considered a graduate of this program. Prior to admission, the applicant must meet the WOCNCB's "experiential pathway" requirements to apply and sit for certification credentialing exam(s); if desired upon completion of this program. Visit the WOCNCB's website for more details before electing this enrollment option.
<b>Traditional Pathway</b>	<p><b>Practicum Course offers three options for selection:</b></p> <p>A clinical experience is required and it begins one week after successful completion of ALL didactic courses elected. Practicum course options listed below will be elected on the applicant's admissions application form.</p> <ol style="list-style-type: none"> <li>1) <b>Onsite</b> – 40 hour clinical experience (per specialty course) at Cleveland Clinic's main campus in Cleveland, Ohio. Our clinical scheduling team will assign preceptors, and they will email your clinical schedule to you. <u>Seating is limited and issued on a first come, first served basis at the time of admissions.</u> <p><u>Clinical Dates / Hours</u> – Clinical hours are scheduled Monday – Friday from 8 a.m. until 5 p.m., EST. No clinical time is scheduled on Saturday or Sunday.</p> <p><u>Housing / Transportation / Travel</u> – It is the student's responsibility to make their own travel, transportation, and housing arrangements and pay for all expenditures.</p> </li> <li>2) <b>Offsite</b> – 40 hour clinical experience (per specialty course) to be completed in your own geographical area, <u>but you must select from approved preceptors and clinical sites contained in our program's approved clinical database.</u> Contact us at <a href="mailto:WOCschool@ccf.org">WOCschool@ccf.org</a> to acquire a list of approved preceptors and clinical sites in your area, and be sure to include your state of residence. <p>If the preceptor and/or clinical affiliation agreement requires renewal documentation before the student can be approved to be placed at the selected clinical site, then it is the applicant's responsibility to ensure the preceptor and/or clinical site submits the required documents to our business office <u>before the cohort's registration close deadline date outlined on the annual class schedule.</u> The process to renew a preceptor or clinical affiliation agreement is referenced in the next section below.</p> </li> <li>3) <b>Split Option for Onsite or Offsite</b> – Practicum course options and information above (onsite vs offsite) apply. However, only <u>24 hours are required at a clinical site and 16 hours virtually online per specialty course.</u> This option is ideal for those students, who are unable to complete all of the required clinical hours at a clinical site.</li> </ol>

Renewal Documents, if required, for an approved **offsite** clinical placement may be accessed below via the Clinical Affiliation Agreement Template hyperlink and this information should be forwarded via emailed to your clinical preceptor.

**Preceptor Application:** <https://forms.office.com/r/cFeRifXLhw>, and remit the following list of required credentialing documents, within three business days, by scan/email to [WOCschool@ccf.org](mailto:WOCschool@ccf.org).

- Clinical stats form complete here at: [Clinical Stats Form](#)
- Send copy of current CV or resume
- Send copy of current WOCNCB certificate of ID card
- Send documented evidence of demonstrated completion for at least one of the following: 1) a preceptor workshop, or 2) other structured learning program which includes principles of adult learning, critical teaching strategies, and clinical evaluation methodology, or 3) evidence of prior preceptor or clinical nursing educator experience.

Clinical Affiliation Agreement Template at: <https://my.clevelandclinic.org/-/scassets/files/org/nursing/conferences/woc/woc-clinical-contract-template.pdf?la=en>

Preceptor's Qualifications & Responsibility and Clinical Affiliation Agreement Instructions: <https://my.clevelandclinic.org/-/scassets/files/org/nursing/conferences/woc/woc-contract-affiliation-agreements.pdf?la=en>