



RN to BSN
RN to MSN

Clinical Information Session 3/1/2025



What Are Clinical Field Experiences?



A combination of direct and/or indirect hours through which professional practice and simulation experiences are supervised, verified, evaluated, and documented.

All learners in entry-level professional nursing programs will engage in direct patient care learning activities in all four spheres of care and across the life span (Wellness/ Disease Prevention, Regenerative/Restorative Care, Hospice Palliative Care and Chronic Disease Management) and provide clear evidence of student competency achievement (AACN, 2021, P 19)

Clinical Field Experience Courses

- The student should experience nursing strategies used to support and maintain the health of populations within the community focusing one or more of the AACN spheres of care:
- Wellness/disease prevention
- Regenerative/restorative care
- Chronic disease management
- Palliative/hospice care

- **E224 Global & Population Health**

- Students will be required to complete **35 direct patient care** hours with an appropriate preceptor focused on one or more spheres of care.

- **L225 Professional Practice Experiences for the Health of Diverse Populations**

- Students desiring to apply for the California Public Health Nurse (PHN) certificate after graduation will be required to complete **90 direct patient care** hours with an appropriate preceptor focused on one or more spheres of care.

Course Competencies

E224 Competencies

- **Competency 738.7.1: Distinguish Foundations in Population Health and the Nurse's Role**
The learner distinguishes between global, public, and population health for improved health outcomes.
- **Competency 738.7.2: Identify Social Determinants of Health**
The learner identifies social determinants of health (SDOH) and interventions for equitable healthcare improvements.
- **Competency 738.7.3: Identify Epidemiological Data Sources**
The learner identifies epidemiological data sources that inform population health interventions.
- **Competency 738.7.4: Identify Global Health Trends**
The learner identifies the effect of global health trends on healthcare capacity that inform service modification decisions in healthcare.
- **Competency 738.7.5: Evaluate Population Health Interventions**
The learner evaluates population health solutions for environmental health effects.

L225 Competencies

- **Competency 738.8.1 Analyze Genetic and Genomic Influences and Risks**
The learner analyzes genetic and genomic influences and risks to plan patient education that recognizes individual attitudes and values.
- **Competency 738.8.2 Explain Palliative Care Interventions**
The learner explains interprofessional interventions that alleviate suffering, improve quality of life, and empower patients and families who have received life-limiting diagnoses.
- **Competency 738.8.3 Create a Professional Development Plan**
The learner creates a personal five-year professional development plan that includes professional certification or specialized education that facilitates lifelong learning.

Appropriate Sites

- Sites must be appropriate outpatient, community-focused sites.
 - Procedural sites are not appropriate (i.e., surgery center, endoscopy, cath lab, radiology, etc.)
 - In-patient, acute care, hospital settings are not appropriate.
- The site must agree to engage in an affiliation agreement with WGU and accept the student.
- There must be a BSN (preferred) or higher Degree RN (MSN, NP, DNP) who provides direct patient care to facilitate the field experiences.
- You must be able to discuss and explain the experiences for one or more spheres of care appropriate for the course.

*****NOTE: Recommendations are made in the table below based on the typical spheres of care provided at such sites. It is best to discuss with your instructor or preceptor the spheres of care actually provided at the site during their direct patient care.***

- For questions on specific sites or appropriateness of activities please contact:
 - E224 – E224PopHealth@wgu.edu
 - L225 – L225PopPracticeExp@wgu.edu

Clinical Site Sites

List of Sites Based on Sphere of Care

Wellness/Disease Prevention	Restorative/Regenerative Care	Chronic Care Management	Palliative or Hospice Care
Assisted Living/Skilled Nursing Facility	Assisted Living/Skilled Nursing Facility	Assisted Living/Skilled Nursing Facility	Assisted Living/Skilled Nursing Facility
	Cardiac/Pulmonary Rehab (Outpatient)		
College/University Health Clinic	College/University Health Clinic		
Community/County/Public Health Department			
CVS Minute Clinic	CVS Minute Clinic	CVS Minute Clinic	
	Diabetic Clinic/Office	Diabetic Clinic/Office	
	Dialysis Clinic	Dialysis Clinic	Dialysis Clinic
Employee Health Department (if directly cares for the employees)			
Forensic Nursing Agency (SANE Program)	Forensic Nursing Agency (SANE Program)		
Home Healthcare Agency	Home Healthcare Agency	Home Healthcare Agency	Home Healthcare Agency
		Home Hospice/Outpatient Hospice/Hospice Center	Home Hospice/Outpatient Hospice/Hospice Center
	Home/Outpatient Infusion Center	Home/Outpatient Infusion Center	Home/Outpatient Infusion Center
Homeless Shelter/Homeless Outreach	Homeless Shelter/Homeless Outreach	Homeless Shelter/Homeless Outreach	Homeless Shelter/Homeless Outreach
Lactation Clinic (Outpatient)	Lactation Clinic (Outpatient)		
Infectious Disease/Prevention Clinic/Office	Infectious Disease/Prevention Clinic/Office	Infectious Disease/Prevention Clinic/Office	Infectious Disease/Prevention Clinic/Office
Long-Term Care/Senior Nursing Facility	Long-Term Care/Senior Nursing Facility	Long-Term Care/Senior Nursing Facility	Long-Term Care/Senior Nursing Facility
Memory Care Facility	Memory Care Facility	Memory Care Facility	Memory Care Facility
	Mental Health Clinic/Facility (Outpatient)	Mental Health Clinic/Facility (Outpatient)	Mental Health Clinic/Facility (Outpatient)
Mobile Health Clinic	Mobile Health Clinic	Mobile Health Clinic	
	Nephrology Clinic/Office	Nephrology Clinic/Office	
	Neurology Clinic/Office	Neurology Clinic/Office	
OB/GYN/Women's Health Clinic/Office	OB/GYN/Women's Health Clinic/Office	OB/GYN/Women's Health Clinic/Office	
Occupational Health Clinic	Occupational Health Clinic	Occupational Health Clinic	

Wellness/Disease Prevention	Restorative/Regenerative Care	Chronic Care Management	Palliative or Hospice Care
	Oncology Clinic/Office	Oncology Clinic/Office	Oncology Clinic/Office
	Orthopedic Clinic/Office (Outpatient)	Orthopedic Clinic/Office (Outpatient)	
	Rehabilitation Facility (Outpatient)	Rehabilitation Facility (Outpatient)	
Pain Management Clinic/Office	Pain Management Clinic/Office	Pain Management Clinic/Office	Pain Management Clinic/Office
Palliative Care Clinic (Outpatient)	Palliative Care Clinic (Outpatient)	Palliative Care Clinic (Outpatient)	Palliative Care Clinic (Outpatient)
Parish Nurse Service/Clinic	Parish Nurse Service/Clinic	Parish Nurse Service/Clinic	Parish Nurse Service/Clinic
Pediatric Clinic/Office	Pediatric Clinic/Office	Pediatric Clinic/Office	Pediatric Clinic/Office
Pulmonary Clinic/Office	Pulmonary Clinic/Office	Pulmonary Clinic/Office	Pulmonary Clinic/Office
Primary Care Clinic/Office	Primary Care Clinic/Office	Primary Care Clinic/Office	Primary Care Clinic/Office
Prison Nursing/Clinic	Prison Nursing/Clinic	Prison Nursing/Clinic	Prison Nursing/Clinic
Public/Community Health Clinic		Public/Community Health Clinic	
	Rehabilitation Facility (Outpatient)	Rehabilitation Facility (Outpatient)	
Reservation/Settlement Clinic	Reservation/Settlement Clinic	Reservation/Settlement Clinic	Reservation/Settlement Clinic
	Rheumatology Clinic/Office	Rheumatology Clinic/Office	Rheumatology Clinic/Office
School Nurse (Elementary through high school)		School Nurse (Elementary through high school)	
Urgent Care Center	Urgent Care Center	Urgent Care Center	
	Urology Clinic/Office	Urology Clinic/Office	
	VA Outpatient clinic	VA Outpatient clinic	
	Wellness Center (i.e. Weight Loss, Aesthetics, etc.)	Wellness Center (i.e. Weight Loss, Aesthetics, etc.)	
	Wound Care Clinic (Outpatient)	Wound Care Clinic (Outpatient)	Wound Care Clinic (Outpatient)

Utilize this link to access a printable PDF of the [Appropriate Sites Based on Sphere of Care](#)

APPROPRIATE E224/L225 PRECEPTORS

- Must have earned a Bachelor's degree or higher in nursing (BSN preferred, MSN, NP, DNP)
- Must have 1 year experience in the field experience clinical area
- Must have an active unencumbered RN license to practice in the state where the field hours will occur
- Cannot be a close friend, family member, or direct supervisor of the student



Field Experience Spheres of Care

- **Wellness/Disease Prevention**

- identify a population at-risk for health issues from the community assessment and focus on the direct care to prevent these issues for the population such as patient assessment, education, planning.

- **Regenerative/Restorative-**

- identify a population with current health issue/disease and focus upon care needs of this population by completing direct care hours such as patient assessment, education, planning, or communication.

- **Chronic Disease Management**

- identify a population with a chronic disease and focus on direct care hours for health maintenance such as patient assessment, education, planning related to this population.

- **Palliative/Hospice Care**

- identify a population with life-limiting or end-of-life issues and focus upon care needs to support or maintain quality of life by completing direct care hours such as patient assessment, education, planning, or communication with this population.

Validating Field Experience

Hours - E224/L225

Submit field experience activities through the “Activity Log” link found on your Field Experience Page, by including the following:

1. Enter the start date and time for the day's field experience activity (Each day is logged separately).
2. Enter the end date and time for the day's field experience activity (Each day is logged separately)
3. Discuss specific details of the education, resources, services, collaboration, communication, etc. the **NURSE** provides while engaging with patients during this direct care experience that promotes the chosen sphere of care.
4. Select which sphere of care: Wellness, Disease Prevention, Regenerative/Restorative Health, Chronic Disease Management, Palliative/Hospice Care.
5. **ONLY** discuss the selected Sphere of Care: Describe the rationale (why) for the nursing interventions (education, resources, services, collaboration, communication, etc.) discussed above and how these work to achieve the chosen sphere of care.

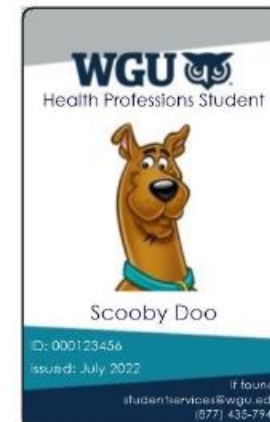
****NOTE: The log will not be available until you have received clearance from CLPS to begin.**

Note: Orientation, Training, or Prep time is not to be included in reported hours.

What is My Role when on Site for my Field Experience?

- Professionally represent the Western Governors University Nursing Program.
- Determine ahead of time appropriate professional attire for the setting while completing the FE.
- When participating in FE the student is required to wear a **WGU Clinical Badge**
- Conduct practice without discrimination based on age, race, religion, nation of origin, sexual orientation, gender identification, or handicap.
- Respect the dignity and rights of patients and/or students regardless of social or economic status.
- Respect your BSN prepared nurse and accept supervision and guidance.
- Seek out experiences that are appropriate the field experience courses.

The WGU Clinical Badge is not the same as the WGU Student ID. You will order the Clinical Badge through your Field Experience Page as one of the field experience requirements.



Progressing from Novice to Expert in the BSN Program

The clinical field experience allows you to grow with the help of your experienced nurse preceptor, that is at the proficient or expert level.



Planning for Field Experience

Network in Preparation for your contact with the Clinical Learning and Placement Support Team regarding the Placement Process



Networking with personal and professional contacts

Connecting with people and professionals in your circle is a great way to secure your placement with someone who is invested in your success.



Approaching potential sites in person

Meeting face-to-face with potential sites and presenting a copy of your resume allows you to make a good first impression.



Cold calling potential sites

Cold calling provides a great opportunity to introduce yourself, discuss your need for placement, and overall goals for your degree

Clinical Learning and
Placement Support
(CLPS)



Watch the “PACED” Video Series

Click the graphics below to link to the PACED Video Series

Please review each link to our video series, PACED!

Each video is 1-1 ½ minutes, and you’re welcome to watch them one at a time or all together in one sitting.
They can be viewed and re-viewed as often as needed.



Video 1

- Overview of the clinical placement journey.



Video 2

- Introduction to the CLPS acronym PACED.



Video 3

- Preceptor and Placement Quick Tips.



Video 4

- Affiliation agreement and timelines.



Video 5

- WGU Standard Compliance/Immunizations



Video 6

- Essentials - Site-specifics and Onboarding.



Video 7

- Department Clearance Confirmation

Click each graphic above to access one of the 7 videos associated with the steps of the Placement Process

10. *Journal of the American Medical Association*, 2000; 284: 2689-2695.

You can access the page within your Student Portal within the Student Support Tab under "Field Experience" or within your Degree Plan by clicking the Field Experience Button.

ACCESS TO FIELD EXPERIENCE PAGE

- Student Support Menu or Degree Plan

The image shows two screenshots of the WGU website. The top screenshot displays the 'STUDENT SUPPORT' menu, where 'Field Experience' is highlighted. The bottom screenshot displays the 'DEGREE PLAN' page, where a green arrow points to the 'FIELD EXPERIENCE' button.

STUDENT SUPPORT

Field Experience

Field Experience Info

Yolanda Poindexter

HEALTH FIELD EXPERIENCE START DATE: 1/05/17

PLACEMENT TYPE: RN-BSN Community Health

HEALTH PLACEMENT STATE: California

DEGREE PLAN

FIELD EXPERIENCE

WGU

Field Experience Page

- On the Field Experience Page, you can access key information regarding your Internships including:
- Health Field Experience Start Date,
 - Current Placement Progress notes from your Placement Coordinator
 - A Field Experience Toolbox with links to key resources
 - Contact information for your Placement Coordinator and Program Mentor
 - Deadline Dates & Status of all Field Experience Requirements.

ACTION REQUIRED:

Click this link to start learning how you will access and use the [Student Facing Field Experience Page](#)

Student Services ▼

Disability Services

Student Wellbeing

IT Service Desk

Assessment Services ▼

Financial Services ▼

Student Life

Contact WGU

Field Experience ▲
Requirements



Student Handbook

Field Experience

Field experiences are an important part of your WGU program as well as an opportunity to gain experience in a healthcare environment. The following checklist will guide you through the process. Field experience requirements may differ by state, program, and facility so please visit the toolbox section of this page for more information on specific requirements for your program.

Field Experience Requirements

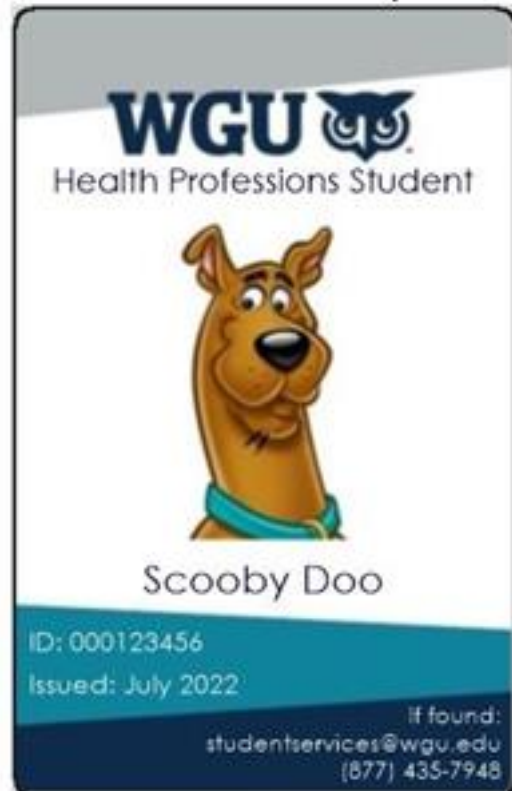
To-Do Completed All

Requirements

Completed: 0 / 8 ^

REQUIREMENT	DEADLINE	STATUS
WGU Clinical Badge ⓘ	08/03/2025	<input type="radio"/> Incomplete
FERPA Release ⓘ	11/01/2025	<input type="radio"/> Incomplete
Acknowledge the Standards of Professional Conduct ⓘ	08/03/2025	<input type="radio"/> Incomplete
Clinical Information Session Knowledge Check ⓘ	08/03/2025	<input type="radio"/> Incomplete
BSNU Preplacement Application ⓘ	08/03/2025	<input type="radio"/> Incomplete
Upload Immunizations and Complete Compliance Requirements ⓘ	08/03/2025	<input type="radio"/> Incomplete
E224 Global and Population Health Placement Details ⓘ	11/01/2025	<input type="radio"/> Incomplete
Final Review of Field Experience Clearance ⓘ	11/01/2025	<input type="radio"/> Incomplete

WGU Clinical Badge



Order a WGU Clinical Badge within the Field Experience Page

WGU Clinical Badge 

Contact
Mentor



- A WGU Clinical ID Badge provides proof of your student status and is required as part of your clinical placement.
- After you submit the completed request form, your Clinical Badge will be mailed to the address provided. You can expect to receive your Clinical Badge within 20 business days.
- Failure to order your Clinical Badge in a timely manner will delay receipt and can impact your ability to attend clinical field experience.

FERPA Release and Acknowledgement of the Standard of Professional Conduct



FERPA

Family Educational
Rights & Privacy Act

The Family Educational Rights and Privacy Act of 1974 (FERPA) is a Federal law designed to protect the privacy of student education records.

Due to the FERPA laws, WGU may not give out your personal information without your written consent. Before we can begin working on your placement, which may require us to give out information to a site, we need you to fill out a Clinical FERPA information release form from your Field Experience Page.

Professional Conduct

In keeping with the College of Health Professions mission, students and graduates of WGU's health programs are expected to have the needed proficiencies and to demonstrate the professional dispositions appropriate to the field of health.

You will read and acknowledge the standards of professional conduct and submitting your acknowledgement will satisfy this required.

Knowledge Check

Within 48 hours of reviewing this Clinical Information Session, you will complete the Knowledge Check, demonstrating your understanding of the information covered in the session and your next steps toward your Field Experience.



BSNU Preplacement Application



Complete the Preplacement Application 6 months prior to your first Field Experience course.

The Preplacement Application is a Student Profile where you will provide the name of your current employer, indicate if you are in health professional shortage area, and provide emergency contact information.

BSNU PREPLACEMENT APPLICATION

The completion and submission of the BSNU Preplacement Application is required to initiate the placement process for the clinical portion of your program. Please complete the form in its entirety. Incomplete applications will impact your ability to start the clinical placement process. Applications for placement consideration must be received at least 6 months prior to your first Clinical Internship. Late applications may cause a delay in your degree progression.

Preceptor Criteria



- Appropriate preceptors will provide direct clinical experiences appropriate to the course to include:
 - Wellness/ Disease Prevention, Regenerative/Restorative Care, Hospice Palliative Care and Chronic Disease Management
- Has an active unencumbered RN license
- Must have a BSN or higher (MSN, NP, DNP)
- Has a minimum of 1 year experience in the field experience clinical area
- Serves as a liaison/guide between the student, the clinical site/collaborative agencies
- Has agreed to support a student's learning to include:
 - ✓ providing feedback on student participation in a supportive and constructive way
 - ✓ communicate with the course instructor at the beginning, middle and end of the field experience
- Collaborates with the student and Course Instructor to recommend additional learning experiences consistent with the learning goals and course competencies
- Approves the student's time log to verify the accrued hours
- A nursing preceptor or an interdisciplinary preceptor shall not precept more than two students at any one time.

***Preceptors cannot be a member of your immediate family, cannot be your direct supervisor, or have a financial, business, or professional relationship in conflict with the duties of preceptorship*.**

Preceptor Identification

How do I find a preceptor?

- First, familiarize yourself with the role of the preceptor on the [BSNU Clinical Preceptor Page](#)
 - Know what you are asking your preceptor to do.
 - When will you need them?
 - How many hours will be involved?
 - What kind of learning opportunities are needed?
 - What credentials does the preceptor need to have?
- Start networking to identify sites and preceptors aligned with your courses
- Google appropriate clinical sites in your area and visit them in person.
- Make the request in person. Preceptors are more likely to agree to precept if you ask them in person vs. sending an email.
- Only one RN to BSN prepared nurse preceptor can be used per course.



Preceptor Connection



The WGU BSN Student identifies a nursing preceptor (**only one preceptor**) who can precept the student in a clinical site to support the field experiences areas appropriate for the course.

- As this is a volunteer (unpaid) positions, we do not have a list of preceptors for students to choose from.
- Working with a self-identified preceptor ensures that you have a preceptor who is personally invested in your academic success.
- Working with a self-identified preceptor ensures that the preceptor will be available at a time and geographic location most suitable to your needs.

Please note: All hours are to be completed outside of regular work hours. Anything related to your current work position (e.g., CPR training, work shifts, training orientation, or courses, classes, or conferences) are not acceptable for this project, nor are drive time, orientation, or other logistical or administrative tasks (e.g., obtaining a facility badge).

Placement Details

Placement details should be submitted at least 6 months prior to your first Field Experience!

You must identify a registered nurse preceptor with a bachelor's degree or higher at an appropriate clinical site that offers sufficient direct patient care learning opportunities with a focus on **Wellness/Disease Prevention, Regenerative/Restorative Care, Chronic Disease Management or Palliative/Hospice care.**

Once you have found your host site and preceptor, you must submit the placement details form to provide your site and preceptor information for review and approval. This information is utilized to send a formal request to the host site on your behalf. The link to the Placement Details Form can be found on your Field Experience Page. In case you need to update placement details, this requirement will remain open until your placement is fully approved and you are cleared to start.



Preceptor Contact Information

Required Information Includes:

- Potential Preceptor Name
- Potential Preceptor Phone Number
- Potential Preceptor Email Address



Contract Administrator
Contact Information

Required Information Includes:

- Contract Admin Name
- Contract Admin Phone Number
- Contract Admin Email Address



Potential Clinical Site Details

Required Information Includes:

- Potential Clinical Site Legal Name
- Potential Clinical Site Street Address
- Potential Clinical Site Phone Number
- Potential Clinical Site Website Address

Be prepared to enter all Preceptor, Contract Administrator, and Site Information prior to submitting your Placement Details Form.

Affiliation Agreements

What should I know about Clinical Sites and Affiliation Agreements?

NOTE: This is a legal contract negotiation process and can take up to 6 months to fully execute. Plan accordingly to avoid delaying your degree progression.

The WGU Contract Outreach Team will work with the Clinical Site Contract Administrator to negotiate an Affiliation Agreement. The negotiation of these agreements take time as they go back and forth several times before they are signed by both WGU and the Clinical Site.



Fully Executed Affiliation Agreement

Once the agreement is complete, the WGU Contract Outreach Team will notify the Placement Coordinator if there are any additional site-specific requirements or onboarding.





WGU Compliance Page

Access this page for instructions, documents, and forms related to WGU Standard Compliance

Clinical Learning & Placement Support Compliance Team

clpscompliance@wgu.edu

Standard Compliance for all BSNU Students is uploaded to ADB/Complio

Background Check - within the last 24 months

Vaccines (MMR, Tdap, Varicella, Flu, Hep B, and TB)

CPR - current American Heart Association (AHA) Basic Life Support (BLS) CPR Certification

RN License - current and unencumbered RN license throughout the duration of their program. Students must be licensed in the state they are completing their PPE rotation.

Health Insurance - evidence of health insurance coverage throughout the Student's clinical/field experience term(s).

Essentials/Site- Specifics

Additional Requirements (as required by host site)

Updated Background Check

Additional Immunizations

Drug Screen

Physical Exam

Color-Blindness Test

OSHA/HIPAA

Third-Party Onboarding

Site Specific Documents & Forms

Depending on the Agreement that WGU has with your Clinical Site, there may be additional requirements for you to complete.

Clinical Learning and Placement Support will guide you through the steps required for placement at your chosen Clinical Site. Every site has different requirements, and requirements often change.

3rd Party onboarding

- ACEMAPP
- Castlebranch
- My Clinical Exchange
- San Diego Consortium

Site-Specific Documents and Forms :

- Confidentiality Agreements
- Compliance Attestations
- Institutional Review Board (IRB) Approvals
- Site Orientation and Badges

Please note that many of these requirements or third- party onboarding platforms have additional student fees associated with them.

CLPS Department Clearance

You cannot engage in hours prior to receiving the Clearance Confirmation Email from your Clinical Learning and Placement Support Specialist.

- Once your Clinical Learning and Placement Support Specialist reviews all placement and onboarding requirements and the affiliated host site has verified your placement, you will receive a ***Clearance Confirmation Email***.
- The email will come from clpsbsnu@wgu.edu
- The email is sent to the Student, Preceptor, and Mentor.
- You will receive a Clearance Confirmation Email once you have been officially cleared to begin your Field Experience.



Next Steps

It is important to complete these steps at least 6 months before your first Field Experience



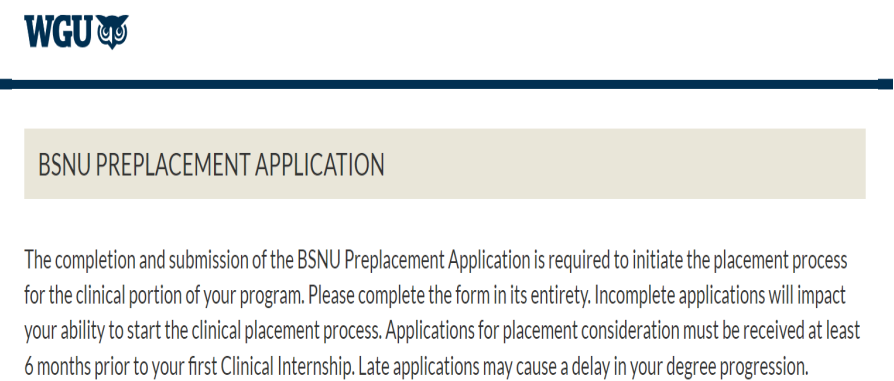
Access the Clinical Field Experience Landing Page

➤ **Review Site & Preceptor Requirements**



Access the Field Experience Page

➤ **Complete the Knowledge Check**



Access the Field Experience Page

➤ **Submit your BSNU Preplacement Application**

Other Requests

Throughout your Field Experience journey, you may be asked to provide:

- Certificate of Insurance
- Program Letter
- Site-specific documents required by your health site

If any of these items are requested, email clpsbsnu@wgu.edu right away.

Once you are Cleared

This checklist represents the sequential Field Experience process that you, the student, will complete once you have been cleared by WGU's Clinical Learning and Placement Support Team (CLPS)



Course Requirements	Core
Complete Field Experience Requirements and obtain Clearance from CLPS	✓
Enroll in a Course with FE	✓
Faculty of Record Identified	✓
Submit Activity Logs	✓
Obtain Approval of activities from your BSN Prepared Nurse	✓
Completion of Field Experience hours verified by Faculty	✓
Competent Pass Grade Earned	✓

Questions



For questions regarding **Appropriateness of Sites and Activities** please contact the course instructors for the associated course:

E224 – E224PopHealth@wgu.edu

L225 – L225PopPractice@wgu.edu

For questions about **Placement Process, Affiliation Agreements, and Clearance** please contact clpsbsnu@wgu.edu

For questions related to **WGU Standard Compliance** please contact clpscompliance@wgu.edu

ADB/Complio related issues – please contact ADB/Complio at (800) 200-0853