

Field Placement Proposal

Part I. Contact Information

Student Name: Jane Doe

Email: jdoe@mcw.edu

Faculty Advisor: Alan Wells, PhD

Phone: 414 456 4989

Email: awells@mcw.edu

Site Preceptor: Site Preceptor Name

Title: Nursing Supervisor

Phone: 414 955 4806

Email: Site Preceptor Email

Site Name: Site Name

Address: Address Line 1

Address Line 2

Does this site have its own IRB? No Yes If yes, please identify:

Will the site require an IRB to review this project? No Yes If yes, how often will you meet with your Preceptor?

Daily Weekly Biweekly Monthly

Will the Site provide you with a stipend? No Yes If yes, please provide amount:

Date CITI training completed: December 29, 2010

Will you receive any funding via a research grant to complete this project? No Yes

Will you be working directly with any identifiable private health information? No Yes

Will you be interacting with possible participants (i.e. administering surveys or questionnaires, conducting focus groups)? No Yes

Are you planning on publishing or submitting this project as a poster abstract or journal article? No Yes

Part V. 'Responsibilities'

Student responsibilities in carrying out the project:

1. Maintain CITI (Collaborative Institutional Training Initiative) certification throughout enrollment in the Field Placement course.
2. Apply to the Medical College of Wisconsin IRB if determined necessary by the MPH Program.
3. Maintain a work schedule agreed upon with the preceptor.
4. Complete the specified activities of the Action Learning Project.
5. Regularly meet with the Site Preceptor to discuss progress.
6. Complete a Midpoint Progress Report in collaboration with the Preceptor and Faculty Advisor.
7. Participate in an Exit Interview with the Faculty Advisor, Preceptor and Program Coordinator.
8. Submit deliverables that include the monthly Field Placement Log, Action Learning Project Summary Report, PowerPoint