SALVE REGINA UNIVERSITY

Doctor of Nursing Practice Project Plan

All students must complete a DNP Project, a quality improvement project to enhance healthcare outcomes.

NONPF Recommended Criteria for NP DNP Projects in the Practice Doctorate Program

1. The project is related to advanced practice in nursing specialties and benefits a group, population, or community rather than an individual patient. The project often arises from clinical needs or concerns identified in clinical practice.
2. May be done in partnership with another entity: clinical agency, school, health department, church, government, voluntary organization, or community group, etc.
3. The project leadership may be solo or collaborative, depending on the scope of the project and university requirements.
4. The DNP project addresses an identified clinical need for healthcare improvement.
5. The literature review suggests an evidence base for the project or supports the need for the project.
6. Description of the innovation is adequate for others to use (essential components for success, cost, etc.)
7. A systematic approach is used; data is collected using methods and tools that meet accepted standards.
8. Expected outcomes (quality improvement, cost savings, etc.) are defined and measured.
9. The project is conducted according to ethical principles.
10. Dissemination modes are professional and public (peer review is included).

Types of DNP projects include but are not limited to:

- Translate research into practice.
- Quality improvement (Care processes, Patient outcomes).
- Implement and evaluate evidence-based practice guidelines.
- Analyze policy: Develop, implement, evaluate, or revise policy.
- Design and use databases to retrieve information for decision-making, planning, and evaluation.
- Conduct financial analyses to compare care models, potential cost savings, etc.
- Implement and evaluate innovative uses of technology to enhance/assess care.
- Design and evaluate new models of care.
- Design and evaluate programs.
- Provide leadership of interprofessional and intra-professional collaborative projects to implement policy, evaluate care models, facilitate transitions, etc.
- Collaborate with researchers to answer clinical questions.
- Collaborate on legislative change using evidence.

- Work with lay and or professional coalitions to develop, implement, or evaluate health programs (such as health promotion and disease prevention programs for vulnerable patients, groups, or communities).

At Salve Regina, DNP Students are expected to complete their DNP work in 5 semesters. The DNP Project is completed alongside the coursework.

Here is a road map of expectations for staying on track with the project and graduating on time. All forms to be completed can be found under Nursing (DNP) fillable forms in the Resources for Doctoral Students.

Semester 1: Identify a topic and complete a 750-word literature review and short methodology recommendation to submit with the DNP Project Declaration Form. Submit the Form titled as follows: Last Name DNP Declaration Date of submission; i.e., JonesDNPDeclaration2-14-24 to Sharon.stager@salve.edu.

Semester 2: Initiate a Conversation with the Graduate Program DNP Advisor to identify a Team Lead and complete the DNP Project Team Lead Agreement Form. Identify and complete each committee member's DNP Project Member Agreement Form. A resume/ CV, medical/ nursing license copy, advanced practice certification (if applicable), and CITI training certificate for each Committee Member are required. Instructions for completing the training are shown in the link above and below.

CITI Training Instructions

- Go to https://about.citiprogram.org/en/homepage/.
- New users must create an account by clicking the "Register" button on the login webpage (see section #1 in the guide). Do not click "Log In Through My Institution."
- In the "Select Your Organization Affiliation" box, type/select Salve Regina University. Do not select the box for "Independent Learner Registration."
- Use your Salve Regina email address for contact info in your account profile.
- Select Social and Behavioral Responsible Conduct of Research as the course to take (with prior approval from the IRB, you may substitute an alternative training on CITI if it seems more appropriate for your research).
- Complete that course.
- Save a screenshot or download a PDF of the certification to share with the IRB and keep in your files.

Semester 2: A PowerPoint presentation for Proposal Defense is REQUIRED to be presented to your committee for project approval. The student is responsible for coordinating the date & time with ALL DNP Project committee members. All DNP Project Committee members are required to be at the defense. The DNP Project Team needs to submit. The IRB application begins once the DNP Proposal is submitted, approved, and completed.

- If the DNP Project requires IRB approval from another site, the IRB approval must be submitted with the Salve IRB submission.
- If the DNP project occurs within an organization, a signed approval letter to conduct the project at the site must be submitted to the DNP Project Team Lead.

Semester 2/3: You will complete the Institutional Review Board application in collaboration with your DNP Project Team Lead. The application process begins at the Research Integrity website. The DNP Project Team Lead is to complete the IRB Submission. **The student needs to complete the appropriate**

form.
See the links below for the appropriate form. All other information is answered in the IRB submission process. Students are recommended to participate in the submission process with the DNP Project Team Lead.

Full Review Application
Exempt Determination Request Form
IRB Protocol Change Application

Semesters 3, 4, and 5: If the DNP Candidate's project is approved and underway, they must complete the approved work, preparing their final manuscript, PowerPoint presentation, and DNP defense. Read and start formatting your work based on the requirements for ProQuest publication. Refer to the **Dissertation Formatting and Deposit Guide.**

Meeting with your DNP Project Team Lead and Team is recommended on a 1-to-3-week frequency. When the DNP Candidate and team are ready, the following needs to be completed and submitted to the Team.

- Submit a DNP Project Manuscript 2 weeks before the defense date to the Team
- Submit a DNP Project PowerPoint 2 weeks before the defense date to the Team
- Schedule the DNP Project Defense with the Team and with Robyn Buck at the Graduate & Professional Studies Office Robyn.buck@salve.edu
    - Robyn Buck will set up the Webinar Platform for the team. The event will be advertised and open to the Salve community and publicized on the university calendar. You may invite community partners, leaders, and family to participate in the defense.

Steps for Defending the DNP Project

- Student will defend the DNP Project
- The Team will complete the following documents:
- Doctor of Nursing Practice (DNP) Proposal Written Manuscript evaluating the DNP Project Written Manuscript
- Doctor of Nursing Practice (DNP) Project Oral Defense evaluating the DNP Project Oral Defense

Once all revisions and forms are completed, the Team Lead will compile the following documents with a saved document title, the student's Last name, the Document Name, and the Date of submission and submit them to the DNP Project Advisor.

- DNP Written Manuscript in PDF
- DNP Oral PowerPoint Presentation in PDF
- DNP Proposal Written Manuscript Evaluation Rubric in PDF
- DNP Proposal Oral Defense Evaluation Rubric in PDF
- Final Defense Signature Form

You must submit your dissertation to ProQuest by April 15 for May graduates, August 1 for August graduates, and December 1 for December graduates.

All students should complete their DNP project work within their enrolled semesters. If the DNP Project is not completed within five semesters (18 months), **the student must remain enrolled to complete the work in either NUR 672 or NUR 674 (6-credit courses).**

DNP Project Roadmap to Completion

- ☐ Identify a topic and complete a 750-word review of literature and short methodology (title Lastname and submission date)
- ☐ Submit the DNP Project Declaration Form and short methodology (title, Lastname and submission date)
    - The Form is to be titled as follows: Last Name DNP Declaration Date of submission; i.e., JonesDNPDeclaration2-14-24 to Sharon.stager@salve.edu

- ☐ Initiate a Conversation with the Graduate Program DNP Advisor to identify a Team Lead
- ☐ Once the Team Lead is identified, complete the DNP Project Team Lead Agreement Form.
- ☐ Identify Team Members and complete each team member's DNP Project Team Member Agreement Form. A resume/ CV, medical/ nursing license copy, and advanced practice certification (if applicable) are required to submit. A CITI training certificate is required if the team member is actively working with the data and results.
- ☐ Complete a PowerPoint presentation for Proposal Defense.
- ☐ Be mindful of the editing guides and the need to publish your final manuscript in ProQuest. Please read the **Dissertation Formatting and Deposit Guide carefully!**
- ☐ Schedule a Proposal Defense to be presented to your team for approval.
    - You are now a DNP Candidate
- ☐ Obtain IRB approval from the site where the project will be completed.
- ☐ Submit the approval with the Salve IRB submission.
- ☐ If the DNP project occurs within an organization where IRB is unnecessary, an approval letter must be submitted to conduct the project at the site.
- ☐ Complete the appropriate Salve Regina IRB form.
- ☐ Submit the Salve Regina Institutional Review Board application.
- ☐ Once Salve Regina IRB approval has been granted, the project is approved and can be started.
- ☐ Continue writing the final manuscript and PowerPoint presentation and prepare for the DNP defense.
- ☐ Meet with your DNP Project Team Lead and Team every 1 to 3 weeks.
- ☐ At completion of the project, conduct the following.

    - Schedule the DNP Project Defense with the Team and with Robyn Buck at the Graduate & Professional Studies Office Robyn.buck@salve.edu
        - The Webinar Platform will be set up for the team by Robyn Buck
    - Submit a DNP Project Manuscript 2 weeks before the defense date to the Team.
    - Submit a DNP Project PowerPoint 2 weeks before the defense date to the Team.
- ☐ Once all revisions have been completed, the DNP Student completes all revisions and submits the final documents with the Final Defense Signature Form.
- ☐ Once approval has been obtained through the Vice Provost, the defense form will be sent to the registrar and head of McKillop Library. This completed form is mandatory for the ProQuest upload!
- ☐ Upload the final manuscript pdf to ProQuest.
- ☐ No grade is submitted to the registrar until the document is uploaded to Canvas and ProQuest
- ☐ Apply for Graduation. Congratulations!!!!!