

Pre-licensure Nursing and RN to BSN/MSN or LPN to RN

Approval and Onboarding

- Requires approval from unit leaders, through the [centralized approval process](#). Questions, contact AllinaAcademics@allina.com.
- Students may not engage in finding their own preceptor.
- Preceptor cannot be family, friend, nor teammate.
- There must be a Clinician Nexus Opportunity to match the experience.
- All students must complete onboarding, including Allina employees who are students.

Pre-licensure Experience

- Cannot be completed on employee-student's home unit.

RN to BSN/MSN or LPN to RN Experiences

- These requests are only approved for Allina Health employees.
- Leadership experiences may be completed on home unit; however, preceptor cannot be friend, family, or immediate supervisor.
- This experience must be done on the student's own time and never during scheduled work hours.

Excellian Impact:

- Licensed RNs across Allina Health may not do any RN Clinicals at any Allina Health site.
- Licensed RNs may not do APRN Clinicals on their home unit.
- There are role/scope limitations within Excellian. Student access will override employee access making it impossible for the employee to document within their employee role. There is no work around.

Leadership and Project Experiences

Leadership

- No project involved.
- Most are 40 hours or less.
- Course objectives guide the experience.
- May be observation only – to follow the leader throughout the experience.
 - Leader will determine whether student may be involved in meetings or discussions as appropriate related to business confidentiality and HIPAA considerations.
 - Preceptor may be unit leader, Charge Nurse, or other leader roles such as Quality, Administrative Supervisor, Care Manager, etcetera. However, it may not be immediate supervisor.
 - May include a leadership assignment (Such as an interview, an analysis, but not a project). See: [Differentiating Academic Clinical Leadership and Project Experiences](#)

Project Experience

- Pre-licensure and RN to BSN/MSN or LPN to RN students **cannot implement** a change. Projects are limited to data finding and designing/proposing a plan.
- The student is expected to come with a project idea.
- If the leader does not approve the project idea, the leader may propose a different idea to the student and faculty. This may be related to a topic helpful to the unit.
- If student will be presenting at their school. This must be pre-approved by the leader to ensure that it complies with business confidentiality and HIPAA.