Stony Brook
School of Nursing

Clinical Practice Portfolio

Overview:
RN Baccalaureate students and Master of Science students with a non-nursing bachelor’s degree are required to submit a clinical practice portfolio that will be evaluated for Advanced Placement credit (RN Student) or validation of baccalaureate level nursing competencies (Master of Science Student with a non-nursing bachelor’s degree).

For New Graduate AAS Students without employment as an RN and RN’s employed for less than one year, the portfolio must contain:
- Clinical Practice Portfolio Assessment Tool (RN tool or MS tool, as appropriate)
- Professional Resume or Curriculum Vitae (CV)
- Copy of Current RN License
- Letter of Comment from AAS Faculty
- Professional/Personal development (i.e. Continuing Education)
- Provide a detailed comprehensive overview of all academic program clinical experiences to include, dates, hours, patient populations, and sites.

For Practicing RN’s with one or more years experience, the portfolio must contain:
- Clinical Practice Portfolio Assessment Tool (RN tool or MS tool, as appropriate)
- Professional Resume or Curriculum Vitae (CV)
- Copy of Current RN License
- Letter of Comment from Supervisor
- Professional/Personal development (i.e. Continuing Education, Inservice Education)
- Copy of most recent performance evaluation
- Provide a detailed comprehensive overview of all professional practice clinical experiences to include, dates, patient populations, and sites.

If applicable, the portfolio may contain:
- Professional Memberships, Honors, awards and/or grants
- Professional activities, manuscripts
- Community Service

Eligibility:
- Undergraduates - matriculated in Stony Brook’s RN to Bachelors or BS/MS program or,
- Graduates – admitted on a provisional basis in a Master of Science program with a non-nursing bachelor’s degree.
- Current R.N. License

RN Baccalaureate and RN Baccalaureate to Masters students who do not meet eligibility requirements for the portfolio will not be permitted to remain matriculated in the program.

Revisions Dec. 2013
Approved by FASN
Clinical Practice Portfolio

Clinical Practice Portfolio Evaluation:

A subcommittee of the Admissions and Academic Standards Committee will evaluate the clinical practice portfolios submitted. This evaluation will result in a Pass/Fail grade* or a request to resubmit additional documentation. Upon successful completion of the Clinical Portfolio Evaluation, 28-advanced placement credits will be posted to the RN student's academic transcript. All portfolio evaluations will be placed in the student's file in the School of Nursing.

Master of Science Students - Upon successful completion of the Clinical Portfolio Evaluation, students will be granted matriculation in the Master of Science program.

*Pass/Fail grade - All portfolios must be submitted in a professional manner. Portfolios should be presented in binders with dividers noting each of the criteria. Failure to do so may require your portfolio to be returned to you for resubmission.

Submit Clinical Practice Portfolio to:

Stony Brook University School of Nursing
Office of Student Affairs, HSC - Level 2
Stony Brook, New York 11794-8240
Attention: Ms. Lisa Lent

Cost: $300.00**

Please make checks payable to Stony Brook University School of Nursing. We accept credit cards for your convenience. Debit cards are not accepted.
Stony Brook University School of Nursing
Admissions and Academic Standards Subcommittee

Clinical Practice Portfolio

Student: __________________________ SBID: __________ Date Submitted: __________

Program: __________________________ Student Eligibility: Yes No (please circle one)

Please Check One:

   RN to Bachelors or RN Bachelors to Masters   Master of Science – Non-Nursing Bachelor Degree

I. Clinical Practice Portfolio Documentation submitted

(STUDENTS PLEASE CHECK CRITERIA SUBMITTED BELOW)

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Submitted</th>
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<tbody>
<tr>
<td>The Portfolio MUST CONTAIN:</td>
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<tr>
<td>Current RN License</td>
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<tr>
<td>Resume or Curriculum Vitae (CV)</td>
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<tr>
<td>Letter of Comment</td>
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<tr>
<td>Professional /Personal Development (i.e. C.E., Inservice…)</td>
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<tr>
<td>Copy of Most Recent Performance Evaluation (if employed)</td>
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<tr>
<td>Clinical Practice Portfolio Assessment Tool (attached)</td>
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<tr>
<td>Comprehensive detailed list of clinical experiences to date.</td>
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</tbody>
</table>

The Portfolio may contain:

| Professional Memberships                                                |           |
| Honors/awards/grants/research/publications                              |           |
| Professional activities, i.e. teaching, committee work                |           |
| Community Service                                                      |           |

II. Undergraduate Curriculum Objectives Assessment: (please complete attached form)

Office Use Only

Date Evaluated: ______________  Signature: ______________

Comments: ___________________
Clinical Practice Portfolio Assessment Tool  
RN to BS and RN to BS/MS Students Only  
For 28 Advanced Placement Credits

Supervisor or Associate Degree Faculty, Please Rate the Following:

**Rating Scale:**
- 5 – Strongly Recommended (accurate and comprehensive)
- 4 – Highly Recommended (good and thorough)
- 3 – Recommended (acceptable and mostly good)
- 2 – Recommended with reservations (basic care, some issues exist)
- 1 – not recommended

<table>
<thead>
<tr>
<th>Associate Degree Nursing Curriculum Objectives</th>
<th>Rating Scale</th>
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<tbody>
<tr>
<td>Provide nursing care founded upon selected scientific principles.</td>
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<tr>
<td>Perform nursing interventions which assist patients in achieving their healthy state.</td>
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<td>Communicate effectively with patients, their significant others, health care team members and citizen groups to promote, maintain and restore health.</td>
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<tr>
<td>Provide health education to facilitate positive health care behaviors.</td>
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<tr>
<td>Manage nursing care effectively utilizing human, physical, financial and technological resources to meet the needs of patients.</td>
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<tr>
<td>Demonstrate professional behaviors including accountability to the profession of nursing and society.</td>
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</tbody>
</table>

Supervisor/Faculty Name (please print): ____________________________

Supervisor/Faculty Signature: ____________________________ Date: ____________

Student’s Name (please print): ____________________________

Student’s Signature: ____________________________ Date: ____________

Please return to,

Stony Brook University School of Nursing  
Office of Student Affairs, HSC – Level 2  
Stony Brook, New York 11794-8240

Revisions Dec. 2013  
Approved by FASN _________