

Practicum Log and Hours for DNP Project

Date	Description of Activities	Number of Hours
June 3, 2025	Filling out IRB application myself and then reviewing it with Dr. Love via Teams and entering application online	4 hours
June 4, 2025	Up to this date have had two meetings with Dr. Love and Dr. Hoover regarding donation and funds available from Dental Department and collecting donated supplies from the Nursing Department (2 trips to Midwestern University)	8 hours
June 5, 2025	Ordering supplies for oral health care kit from Amazon (plastic bags, mirrors, electric toothbrushes, markers, mouthwash, back packs, etc., ...)	3 hours
June 6, 2025	A day trip to Tucson to the site for the project with Dr. Love. Received a tour of site, reviewed objections and lunch. 5:30am-5:30pm.	12 hours
June 7, 2025	Designing an educational brochure and flyer for marketing the project. Working with a graphic designer at the Print Shop. Traveling to the Print Shop twice to receive completed product. To the Post Office to mail flyers to Tucson.	20 hours
June 8, 2025	Assemble oral health care kits and deliver them to Phoenix to a staff member who works at the project site (save me a trip to Tucson).	10 hours
TOTAL:		57 hours
June 10, 2025	Design a Poster (in addition to flyers and brochures) for marketing oral health care kits for the rehabilitation facility	3 hours
June 11-14, 2025	Emails between print shop, back and forth correspondence over design of poster, driving to print shop	2 hours
June 18-20, 2025	Returning supplies to Target that I bought and decided not to use. Ordered more supplies via Amazon. Assembled another 32 oral health care	6 hours

	kits (60 kits previously), and delivering to Phoenix (again) to a staff member to drive to the rehabilitation facility in Tucson, AZ.	
June 29, 2025	Prepare a brief presentation to give at MWU at a Fluoride Varnish Workshop hosted by the PA and Dental Program on Monday June 30 th (added time traveling to and spending at workshop here).	6 hours
June 29, 2025	Painted/marked oral care kit bags (5) to give to Chair, Content Expert, Founder and Executive of the rehab facility and myself to promote the project.	3 hours
Total:	(add 20 hours)	77 hours
July 7, 2025	Gathered more supplies for mid-point replenishing for project and deliver to KC in Phoenix to take to site in Tucson. Converse with KC briefly. Walmart shopping for gift certificates and electric toothbrushes for raffle prizes on July 17 th . Wrapped. Brought to KC in Phoenix with other supplies.	6 hours
July 8, 2025	Met with Dr. Love to discuss project and future deadlines. Discussed International and National conferences that are coming up. Discussed abstract application and dissemination possibilities. Discussed upcoming site visit next week.	3 hours
July 9, 2025	Spent time designing poster. Spent time searching the internet for future conferences and printing off abstract application guidelines.	6 hours
July 13 and 14, 2025	Worked on poster, drafted a mock poster. Edited. Made charts, graphs and reference list.	12 hours
July 14, 2025	Interacted with print shop, submitted poster to be finalized.	2 hours

July 17 and 18, 2025	Preparation and trip to site in Tucson, AZ. Delivered supplies to Tucson (denture care), drove to Tucson, meeting at site and returned to Phoenix.	12 hours
July 18, 2025	Time spent applying for One Health Grant (June/July) for the project which included: reviewing objectives, collecting information, typing the paper, reviewing with Dr. Love prior to submission, Walmart for printer ink.	12 hours
Total:	(add 53 hours)	130 hours
July 19, 2025	Spent more time researching future nursing conferences, international and national. Reviewing their websites for more information. Writing out the information for an assignment. Planning for dissemination opportunities.	4 hours
July 20, 2025	Meeting with Chair via phone	1 hour
July 21, 2025	Working on and designing final Poster	2 hours
July 22, 2025	Executive Summary creation, editing, writing (didn't take credit earlier in June/July)	5 hours
July 23, 2025	Manuscript editing (change to past tense)	4 hours
July 24, 2025	Designing and editing poster, manuscript editing	2 hours
July 26, 2025	Designing and editing poster	3 hours
July 27, 2025	Working on Poster, references, projected outcomes, implications for future practice, manuscript editing	4 hours
July 28, 2025		5 hours

	<p>Spent time viewing e-portfolio and planning on edits, making a list of what to delete and what to upload</p> <p>Communicate with site via phone and email (project outcomes, answered questions, plan for final phase), ordered more supplies for final week of project implementation</p>	
Total:	(add 30 hours)	160 hours
July 29-August 3, 2025	Edit manuscript	12 Hours
August 1, 2025	Phone call w Chair	1 Hour
August 3-4, 2025	Walmart for raffle prizes, ordered and pack up more supplies, wrap seven raffle prizes, coordinate with site person to deliver supplies and drive there and drop off	10 Hour
August 7, 2025	Meeting w Chair	1 Hours
August 8, 2025	Write and send Email to site personnel and Chair informing of end of project dates	1 Hour
August 8, 2025	Started a file after correspondence with three faculty (Dr. V, Dr. Love and Dr. Hoover) regarding Poster and feedback on Poster editing for possible conference display in the future. Few emails (about Poster) with Dr. Hoover and phone conversation with Dr. Love/Chair (again)	3 Hours

August 7-9, 2025	Started to organize results from the project from the pre project questionnaire. Working with Intellectus.	12 Hours
Total	(add 40 hours)	200 Hours

QI Project Practicum Hours

Susan C. Harris

College of Health Sciences, Midwestern University

DRNPG 1603: Specialty Focus Residency and Inquiry

Dr. Kelly Vandenberg

February 16, 2026

QI Project Practicum Hours

Date	Description of Activities	Number of Hours
November 2, 2025	Edited Chapter 4 of Manuscript and started a rough draft for Chapter 5.	4 hours
November 3, 2025	Worked on finalizing Chapter 4. Started looking at Power Point Slides and how to update and edit.	4 hours
November 4, 2025	Worked on design for Power Point results section slides. Proof-reading Chapter 4 (again).	4 hours
November 8 & 9, 2025	Collecting material and documents for Appendix of Manuscript. Gathering and uploading took time.	8 hours
November 11, 2025	Searched for the permission document for one of the instruments used in the QI project. Also, researched contact information to get permission from a source for another instrument. Wrote an email asking for permission to use and sent.	3 hours
November 12, 2025	Updated power Point slides to reflect QI project data results.	3 hours
December 4, 2025	Worked on drafting an answer to discussion question for Assignment #1. Contemplated a date for Defense.	3 hours
December 5, 2025	Made my “to do List” for last quarter. Cruised through Canvas and emails to update myself. Watched the Teams meeting to better prepare and be in the now.	4 hours
December 8, 2025	Finalized Discussion question assignment and submitted. Read other students input. Rough draft response written. Will revise before submitting this week.	4 hours
December 9, 2025	Reviewed notes for edits to be completed in Manuscript. Updated practicum hours.	

	Reviewed Defense criteria and read Power Point Slides for ideas to edit.	3 hours
Total Hours:		40 Hours
	* These practicum activities align with the AACN DNP Essentials (2021) and the program's EOPSLOs by demonstrating advanced skills in evidence synthesis, scholarly writing, and interpretation of project findings. Tasks such as completing manuscript chapters, validating references, and preparing appendices reflect competency in Essential I and support rigorous, evidence-based practice. Developing the defense presentation, coordinating dissemination activities, and reviewing statistics demonstrate Essential IV and Essential VIII, highlighting scholarship, professionalism, and leadership. Collectively, these efforts fulfill key EOPSLOs by strengthening the ability to lead quality improvement initiatives and effectively communicate practice-based evidence.	
December 15, 2026	Reviewed emails, sent emails (Chair, WIN conference, Defense Date, Dr. V)	2 hours
December 16, 2026	Spent time looking for missing documents for appendix and uploaded to Manuscript once found. Completed the Acknowledgement and Dedication part in Manuscript.	5 hours
December 17, 2026	Lunch with Chair to discuss the DNP project, future important dates and appointments.	3 hours
December 18, 2026	Reviewed and sent emails. Ordered Printer ink.	1 hours
December 19, 2026	Spent 3 hours on an airplane proofreading Manuscript and making handwritten edits to Chapter 1 (AGAIN).	3 hours
December 20, 2026	Reread over my results and editing a chart.	8 hours

December 21, 2026	Worked on notes for Defense, read results of discussion, checked grades, checked and reviewed upcoming assignments. Looked at e-portfolio and made notes of required uploads this quarter.	8 hours
January 1, 2026	Reviewed a couple DNP Presentations on YouTube and prospective questions that may be asked at the end of the presentation. Took notes.	3 hours
January 2, 2026	Sent Defense presentation invitation via email to additional people - Dr. Hoover and staff at Avant Recovery (project site). Read old PP.	2 hours
January 4, 2026	Reviewed WIN conference Congratulations letter and noted deadlines. Spent time creating an account with WIN, accepting the offer to present my DNP poster. Making notes of deadlines and dates of conference. Paid for student membership.	2 hours
January 5, 2026	Read emails, responded to new program Director's email and set up a virtual visit with her. Spent time reviewing assignments due and printing off notes. Watched the last Touch Point meeting on video. Communicated with Chair. Worked on new PP look.	4 hours
Total Hours:	(add 41 hours)	81 Hours
	* I completed a variety of scholarly and professional tasks that align with the EOPSLOs and DNP Essentials by advancing my manuscript, preparing for my defense, and coordinating communication with faculty and project stakeholders. By proofreading chapters, updating appendices, refining charts, and reviewing my results, I demonstrated clinical scholarship and evidence-based communication consistent with EOPSLOs for scholarly writing and DNP Essential I and III. Organizing deadlines, preparing conference materials, updating my e-portfolio, and managing project documents	

	reflected leadership, project management, and professional accountability, aligning with EOPSLOs for leadership and DNP Essential II and VIII. Through meetings with my Chair, emailing faculty, sending defense invitations, and communicating with my project site, I practiced effective professional communication and interprofessional collaboration, meeting EOPSLO communication outcomes and DNP Essential VI. Reviewing DNP presentations, preparing my PowerPoint, and anticipating defense questions supported my development as a doctoral-level nurse leader ready to disseminate my work, aligning with EOPSLOs for dissemination and DNP Essential VIII.	
January 6, 2026	Worked on PowerPoint (speaker notes slides and pictures)	3 hours
January 7, 2026	Continue to work on Power Point and started with a different application (Prezi), signing up again and learning how to maneuver the designs	3 hours
January 8, 2026	Started making a rough draft of the power point due soon which is different than the Prezi one (for simplicity and quickness)	3 hours
January 11, 2026	Continue to work on rough draft PP for assignment and Prezi PP	3 hours
January 13, 2026	Looked into cost of WIN conference and hotel accommodations	2 hours
January 14, 2026	Met with Chair Emails, housekeeping paperwork, reviewing Manuscript and editing AGAIN Chapters 1-3.	8 hours
January 15, 2026	Worked on Power Point/Prezi, redoing over and over trying to figure it out.	4 hours

January 17, 2026	Reviewing slides on Power Points, redid my whole PP again. Constantly editing	8 hours
January 20, 2026	Met with Director via Teams Emails – answer and send Editing manuscript, tables and charts editing again	6 hours
Total Hours:	(add 45 hour)	126
	Completed key doctoral-level activities to support the completion and dissemination of my DNP quality improvement project. This included professional email communication with colleagues and stakeholders, meetings with my DNP chair to review progress and next steps, and ongoing editing and refinement of my final manuscript to ensure accurate reporting of outcomes, implications, and recommendations. I also am working on designing my defense PowerPoint/Prezi presentation and developed a dissemination plan, including preparation for the WIN conference. These practicum activities aligned with the DNP Essentials and EOPSLOs by demonstrating scholarship, quality improvement leadership, effective communication, collaboration with stakeholders, and translation of evidence into practice through dissemination of project findings.	
January 21, 2026	Worked on Mock power point presentation for a class chapter 1-3 which is separate from the master Prezi PP	8 hours
January 22, 2026	Worked on Prezi PP	3 hours
January 23, 2026	Reviewed PP notes and worked on images for PP	3 hours
January 24,-25 2026	Worked on PP Prezi copying PP to maneuver master. Edited speaker notes.	4 hours

	Sent emails to Dr. VG, reviewed and recorded PP again chapters 1-3	
January 27, 2026	Mid-term with Dr. V. Reviewed Touch Points and other notes.	2 hours
January 28, 2026	Responding to colleagues with poster discussion	1 hours
January 29, 2026	Emails, phone calls, lining up Defense presentation	2 hours
January 31, 2026	Manuscript editing (acknowledge section and chapter 1 edits)	4 hours
February 2, 2026	Worked on PP, practicing, editing	6 hours
February 3, 2026	Met with Chair and reviewed PP and presented to her. Discussion and reviewing, revising PP.	5 hours
February 4, 2026	Thinking about PP and how I can fix the platform and editing PP. Recorded a PP for Dr. V w speaker notes for her review. Transferring final Prezi PP to Microsoft PP with issues.	3 hours
February 5, 2026	Housekeeping/emailing/phone conversations to prepare/plan for Defense. Also reviewing PP. Edited slides/missing information.	6 hours
February 6, 2026	Prepare for Defense in the am, contact Committee Member (again), technical difficulties, met with Chair, presented, discussion. Followed up with members.	7 hours
Total Hours	(add 54 hours)	180 hours
	These practicum hours supported completion and dissemination of a Doctor of Nursing Practice quality improvement project and aligned with DNP Essentials I, II, III, IV, VI, and VIII through scholarly	

	project development, leadership, collaboration, and use of health information technology. Activities included manuscript revision, data interpretation, preparation and delivery of the DNP defense, and collaboration with faculty and clinical stakeholders. Collectively, these activities met End-of-Program Student Learning Outcomes (EOPSLOs) by demonstrating advanced practice leadership, translation of evidence into practice, quality improvement implementation, interprofessional collaboration, and dissemination of practice-focused scholarship.	
February 9, 2026	Proofread all of Manuscript, made notes of things needing to be cleaned up. Worked on e-portfolio/uploading.	3 hours
February 10, 2026	Chapter 4 in Manuscript, edited whole thing, new format and tables and figures	3 hours
February 11, 2026	Spent 2 hours trying to delete a page break and was unsuccessful so spent time copying and pasting Manuscript to a new Word document to avoid the page break issue.	4 hours
February 12, 2026	Reviewed Touch Points, made notes and a list of last items/homework to finish and turn in.	1 hours
February 13, 2026	Responded to emails, sent emails, housekeeping, interacted with colleagues about the program, deadlines, poster presentations, etc., ... Worked on e-portfolio.	3 hours
February 14, 2026	Email and communicated with Chair and Committee member. Editing Manuscript, 3am-6am. Worked on References/matching manuscript.	6 hours
February 15, 2026	Rewrote out Table of Contents and created new document to transfer to Manuscript. Revised Abstract. More edits.	6 hours
February 16, 2026	Contacted Committee Member, sent emails, uploaded signature page. Uploaded Manuscript to Midwestern. Housekeeping. Worked on Dissemination and registering now for the WIN	5 hours

	conference. Contacted Print shop for new Poster details and Win requirements.	
Total Hours	(add 31 hours)	211 Hours
	<p>These activities demonstrate achievement of multiple DNP Essentials and EOPSLO competencies. Final manuscript revision and data analysis refinement reflect advanced evidence appraisal, translation of research into practice, and evaluation of quality improvement outcomes (DNP Essentials Domains I, IV, and V). Collaboration with my Chair and Committee Member and coordination with stakeholders for dissemination demonstrate organizational leadership, interprofessional communication, and systems-level thinking (Domains II and VI). Preparation for conference presentation and manuscript submission reflects scholarly dissemination and professional accountability (Domain III). Collectively, these efforts illustrate attainment of program outcomes related to implementation and evaluation of a quality improvement initiative, ethical scholarship, professional communication, and advancement of population health within a systems framework.</p>	