VDH VIRGINIA
DEPARTMENT
OF HEALTH

Promoting & Protecting the Health of All Virginians
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Virginia Nurse Preceptor Incentive Program (NPIP)

Eligibility Guidelines

Developed by:

Virginia Department of Health
Office of Health Equity

Office of Health Equity
Health *equity* for *all* Virginians

Updated 10/28/2021

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A. Background, Purpose, and Priorities

The 2021 General Assembly established a $500,000 Nursing Preceptor Incentive Program () to provide financial incentives for practitioners who serve as otherwise uncompensated preceptors for APRN students to help increase access to care, address the primary care shortage, handle mental health crises, and manage chronic diseases. All of these factors are crucial in improving the health and wellness of all Virginians.

An Advanced Practice Registered Nurse (APRN) is a nurse who has a master's, post-master's certificate, or practice-focused doctor of nursing practice degree in one of four specific roles. The four APRN roles currently defined in practice are Nurse Practitioners (NP), Clinical Nurse Specialists (CNS), Certified Nurse-midwives (CNM), and Certified Nurse Anesthetists (CNA).

Students are required to complete at least 500 clinical hours in order to graduate as an APRN. A clinical preceptorship is a supervised clinical experience, which allows students to apply knowledge gained in the didactic portion of a program to clinical practice. In Virginia, an APRN preceptor may be a physician, physician's assistant, or an APRN.

Priority will be given to eligible Preceptors that meet the following:
- Who do not receive other forms of direct compensation
- Practice sites located in Health Professional Shortage Areas (HPSAs), Medically Underserved Areas (MUAs) and/or serving Medically Underserved Populations (MUPs)

If the program is not oversubscribed, the following specialty rotations qualify for a no-cap designation:

- Nurse Midwives
- Ob/Gyn
- Pediatrics
- Psych/Mental Health

B. Eligibility Requirements

To be eligible for an award, each applicant must:

- Be an eligible preceptor
    - Any Virginia licensed physician, physician assistant, or advanced practice registered nurse (APRN) providing clinical education for APRN students enrolled in a licensed and accredited Virginia public or private not-for-profit school of nursing.

- Possess a valid and unrestricted license to practice in Virginia;

- Be employed at an approved Practice Site;

- Commit to providing 125 hours of precepting per semester year to earn $500 or 250 hours of precepting per semester to earn $1,000
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- Possess a social security number *(United States Citizen, National, Permanent Resident, Political Refugee)*;

- Have no other existing paid service obligations as a preceptor with other entities, including the military during the application year;

- Have no felony or misdemeanor record in Virginia or any other state;

C. Eligible Preceptors

Awardees must possess a valid and unrestricted license to practice in Virginia, providing clinical education for APRN students enrolled in a licensed and accredited Virginia public or private not-for-profit school of nursing as one of the following:

- Physician;
- Physician assistant;
- Advanced practice registered nurse

D. Eligible Practice Sites

All site types are potentially eligible with prioritization given to practice sites located in Health Professional Shortage Areas (HPSAs), Medically Underserved Areas (MUAs) and/or serving Medically Underserved Populations (MUPs). Practice site types that will receive prioritization includes the following:

- Community Mental Health Facility
- Critical Access Hospital
- Hospital
- Federally Qualified Health Center
- Free Clinic
- Long Term Care Facility
- Private Practice
- Rural Health Clinic
- Health Department
- Other

E. Identifying Shortage Areas & Underserved Localities

To determine if a practice site is located in a HPSA or MUA visit https://data.hrsa.gov/tools/shortage-area. This site enables users to search for HPSA and MUAs by address and county.

Visit VDH's Office of Health Equity webpage for more information about shortage areas in Virginia (https://www.vdh.virginia.gov/health-equity/shortage-designations-and-maps/).

F. Program Requirements

Applicants' affiliated nursing programs are already required to complete the Certification of Hours (COH) Form /letter to verify preceptor hours. Preceptors will upload the form/letter to their "myoneflow" account when prompted by VDH, Office of Health Equity.

This form/letter simply:

- Verifies the dates of precepting, and position;

- Verifies practice site (s) information;

- Verifies qualifying preceptor hours at the end of each semester;

- Verify the number of students the preceptor is supervising

- Includes an authorized signature (*Executive Director or a Human Resources Director, Program director etc.*).

A separate form/letter is required for each nursing program

G. Available Funds and Award Amounts

In FY22, $500,000 in nurse preceptor incentive program dollars is available to be distributed to qualifying applicants who commit to the required service obligation. Awards are tax-free.

Awards and award amounts are as follows per semester:

- 125 hours of precepting earns $500

- 250 hours of precepting earns $1,000

Maximum incentive per school year is $2,000

The Virginia Department of Health will pay incentives directly to the preceptor at the end of each eligible semester (spring and fall).

H. Certification of hours/Semester definition

- The preceptor will be responsible for tracking their hours and uploading the certification letter/form provided by their affiliate-nursing program on the date specified by VDH, Office of Health Equity.

- Preceptors will submit rotation data through the online portal by the end of each semester. Data on precepting hours will be retrieved and compiled by the VDH, Office of Health Equity for processing**.**

- **Semester definition:** Spring semester is January through May and fall semester is August through December and can include summer hours.

I. Service Obligation
Double dipping is not allowed. A preceptor must have no other existing paid service obligations as a preceptor with other entities, including the military during the application year. If a preceptor receives funding in the application year from another entity, the preceptor is not eligible for this program for that same year. The preceptor must only be registered to serve in VDH's, Office of Health Equity paid program to receive funds from VDH, Office of Health Equity. Funds awarded will be defaulted if this is the case, please be mindful of double dipping and call our office you are unsure.

J. Applicant Registration Cycles

There are no costs associated with the NPIP program registration or becoming an awardee. Applications for the first year will be reviewed in two cycles:

- First cycle: October 1, 2021 through December 15, 2021

  Thereafter, register during the following allotted time:
- December 1st through January 31st for the spring semester
- July 1st through August 31st of each year for the fall semester

  * Only one registration is required per school year

Incomplete applicant registration will not be reviewed

K. How to Apply

NPIP application is available at https://www.vdh.virginia.gov/health-equity/nursing-preceptor-incentive-program/. Applicants must first create a profile and then

complete the registration form. VDH, Office of Health Equity will follow-up by the end of the applicant registration cycle. A rubric will be utilized to rank preceptors to determine funding
.

Completed applicant registrations must be submitted within the designated cycles to be considered.

L. Application Process

Phase I: Applicant submits completed registration application at any time during the application cycle.

Phase II: Eligible and complete applicant registrations will be reviewed by and acted on by VDH, Office of Health Equity. Additional documents will be requested.

Phase III: Approved applicants receive awards contingent upon full execution of hours and submission of any additional required documentation.

M. Required Documentation

All applicants being considered for an award will require the following documentation:

- Complete applicant registration
- Certification of hours form/letter (from affiliated programs)
- A valid license to practice as an eligible health professional in Virginia
- Social Security Number (to receive payment from VDH, Office of Health Equity)
- Driver's License with Current Address (*if home address on Driver's License is not current additional documentation will be required*)
- Additional documentation may be required.

N. Other Resources

3RNET (https://3rnet.org) is a national database made available in Virginia at no cost by VDH, Office of Health Equity for employers in rural and underserved areas and health professionals seeking new employment opportunities.

Eligible practice sites may choose to advertise / post open positions on 3RNET.org. Similarly, health professionals may use it to search and apply for open positions in rural and underserved areas.

O. Questions

All questions regarding should be directed to Olivette Burroughs at olivette.burroughs@vdh.virginia.gov or 804-864-7431.