

Appendix M: MOU for Shared Teaching and Joint Appointments

Memorandum of Agreement between [Practice Organization] and [Academic Organization]

Effective Date: [Insert Date]

This Memorandum of Agreement ("Agreement"), entered into this first day of [DATE] ("Effective Date"), is to establish a compact between a participating health organization and a participating college of nursing. This Agreement sets forth certain understandings in principle with respect to a collaboration to educate baccalaureate-prepared registered nurses employed by the participating health organization in a fully articulated Doctorate in Nursing Practice (DNP) Program. The basis for and terms of the Agreement between the parties are defined herein.

I. General Agreement

The academic partnership is a collaboration for educating baccalaureate-prepared registered nurses employed by the participating health organization at the DNP level. It is agreed upon and understood that the organization will engage baccalaureate-prepared registered nurses employed in their organization who meet the admissions requirement, in the DNP Program.

The DNP Program is approved by the state board of nursing and accredited through 2022 by the Commission on Collegiate Nursing Education (CCNE). The program includes specialty options that prepare BSN-DNP graduates for certification as nurse practitioners in Adult-Gerontology Acute Care (ACNP), Adult-Gerontology (ANP) primary care, Family (FNP) primary care, Pediatric (PNP) primary care, Psychiatric Mental-Health (PMH-NP) and Adult-Gerontology Clinical Nurse Specialist (Adult-CNS). Graduates will be eligible for licensure as Advanced Practice Registered Nurses (APRNs). At this time pediatric acute care and women's health options are under consideration. Policies and procedures for the DNP Program are applicable throughout the education process, admission through graduation.

The DNP curriculum is based on The Essentials of Doctoral Education for Advanced Nursing Practice (AACN, 2006); Criteria for Evaluation of Nurse Practitioner Programs (National Task Force on Quality Nurse Practitioner Education, 2012); Practice Doctorate Nurse Practitioner Entry-Level Competencies (NONPF, 2006); and other policies and guidelines related to doctoral education and advanced practice nursing. The curriculum is logically structured and builds on knowledge gained in a BSN program.

II. Responsibilities

A. Jointly, both parties will:

1. Plan, implement, and evaluate the academic partnership and collaboration as agreed upon in the program proposal.
2. Select classroom and clinical sites adequate for administering the program.
3. Negotiate resolution of unanticipated program needs.

B. The participating health organization will:

1. Uphold and adhere to any curriculum changes necessary during the program within the three-year agreed-upon plan.
2. Remit payment for tuition and fees for all employees enrolled as students prior to the beginning of each academic period.
3. Financially support all students admitted in each cohort throughout their entire enrollment period.
4. Provide external support such as classroom space, clinical sites, faculty office space, and necessary supplies.
5. Provide qualified personnel for faculty and staff positions according to the terms of its request for proposals.

C. The participating college of nursing will:

1. Annually admit up to five cohorts of 20–30 students who meet DNP Program admission criteria.
2. Assign qualified faculty for administering coursework, advising responsibilities, and guiding practice inquiry projects.
3. Use formative and summative evaluation measures to determine student and cohort progress.
4. Maintain or revise curriculum according to accreditation and competency standards.

III. Admission

Employees who apply for admission to the DNP Program will be those seeking the degree. Policies and procedures for the DNP Program are applicable from admission through graduation.

IV. Description of DNP Program of Study

The focus of the DNP Program includes leadership in practice, population-focused perspectives, and integration of evidence-based practice to inform decisions and facilitate healthcare improvements. The BSN-DNP option builds on coursework in health assessment, pathophysiology, and pharmacology. The 80–81 credit program is designed for full-time students to complete in three years, assuming progression requirements are met. The curriculum culminates in a practice inquiry project guided by an advisory committee. The delivery model is hybrid, combining online content with 4–5 in-person meetings per semester.

Degree requirements include:

- Minimum of 80 credits, with at least 17 in lab/clinical/residency courses (600 clinical and 420 lab/residency hours).
- Minimum 3.0 GPA overall and in nursing courses.
- Completion of a Practice Inquiry Project.

V. Faculty Description

All faculty hold valid RN licensure and meet regulatory requirements. Faculty composition includes full-time, part-time, and adjunct members with expertise across disciplines. Clinical assignments maintain a 1:1 student-to-preceptor ratio and a faculty-to-student ratio averaging 1:6.

VI. Finance**A. The participating health organization will:**

1. Confirm enrollment, manage invoices, and provide payment letters.

2. Cover tuition even if students drop a course (subject to policy).

B. The college of nursing will:

1. Assess tuition at published rates and apply scholarships as outlined.

C. The financial aid office will:

1. Invoice the organization and issue refunds directly when necessary.

VII. Evaluation of Collaboration

Formative and summative evaluations include course evaluations, graduate surveys, performance data, and student achievements. Feedback informs curriculum and teaching improvements. Organization-specific evaluations will be analyzed separately.

VIII. Amendment: Waiver

Changes require written agreement by both parties.

IX. Entire Agreement

This Agreement supersedes all prior discussions, written or oral.

X. Public Announcements

All announcements will be jointly planned and approved.

XI. Liability Statement

The academic institution maintains sovereign immunity and self-insurance as per state law and holds commercial liability insurance. The health organization is responsible for claims arising from its agents, provides indemnification, and maintains comparable liability coverage.

XII. Duration and Review of Agreement

This Agreement is effective [DATE], and remains valid for seven years with annual review. Either party may terminate with 60 days' notice.

[Practice Organization]

[Academic Organization]

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____