

6400.6600 PRACTICUM COURSE. Retrived December 5, 2008 from:

<http://www.benha.state.mn.us/beta/Default.aspx?tabid=888>

Subpart 1. Requirements and content. The practicum course must be approved by the board and taken for academic credit at an accredited postsecondary institution. It must provide practical learning experiences to complement the student's academic training and work or volunteer experience in long-term care, general health care, and management. Except as provided in this subpart, the practicum must include, but need not be limited to, the following:

A. a rotation through the departments of the nursing facility to provide the student exposure to and knowledge of all functions of the nursing facility. Whenever possible, the student shall be assigned to perform tasks not requiring special skill or licensure within each department. The time to be spent in each department for a student with prior experience shall vary in relation to the prior experience of the student. The time to be spent by a student without prior experience in management, health care, or long-term care must be divided approximately equally between administrative and resident care departments. The rotation experience of every student must include time at the facility during all work shifts;

B. participation in or review of the findings and results of regulatory inspections of the facility;

C. observation of the integrative and administrative role of the administrator through attendance with the administrator at meetings with staff, governing bodies, community groups, resident councils, and other groups;

D. observation of the relationships between the facility and community and other health care providers and organizations operating in the continuum of health care;

E. participation in an in-service education session; and

F. completion of a major project, study, or research effort designed to improve operations at the facility or provide information upon which a major decision facing the facility and its management can be made.

Items B and E need not be included in the practicum of a student taking a practicum of 200 hours or less if the student has participated in the specified activities during prior health care work experience.

Subp. 2. Facility requirements. The practicum course must be conducted within a nursing facility and require the student's attention to practicum activities at the facility for at least 20 hours per week. Upon mutual agreement of the academic institution and nursing facility preceptor, a licensed nursing facility may serve as the

practicum site for a student who is employed by the nursing facility, provided that the student is relieved of all previous duties during the time of the practicum experience.

Subp. 3. Preceptor requirements. The practicum must be supervised by a preceptor who is a currently licensed nursing home administrator who has been licensed and practicing as a nursing home administrator for at least two years. A preceptor may not supervise a student who is a related individual or who resides in the immediate household of the preceptor.

Subp. 4. Faculty requirements. Each student practicum must be coordinated with a faculty advisor from an academic institution. The faculty advisor shall work cooperatively with the preceptor to review results of student practicum experiences in the preceptor's facility. The faculty advisor shall consult periodically with each student enrolled in the practicum to review the student's experience and assist the student in relating the facility practicum experience to the other required academic courses.

6400.6650 PRACTICUM DURATION.

Subpart 1. Waiver and minimum number of hours. The minimum number of hours to be spent by each individual in the practicum experience shall vary according to the following schedule:

A. waived for an individual who has one year of continuous full-time employment as the licensed administrator and chief executive officer or the assistant administrator of a nursing facility, provided that the individual presents the board evidence that the individual's employment as assistant administrator included items A to F of section 6400.6600 subpart 1. Time working as an acting administrator under an acting license or permit in the same nursing facility where the individual also served as the licensed administrator or assistant administrator is counted in meeting this standard if the individual's employment under both titles combined was one continuous year;

B. 80 hours for an individual who has served one year or more full time as a hospital administrator or hospital assistant administrator with responsibility for both resident care and administrative functions, or who has served two or more years full time as the director of nurses in a nursing facility;

C. 200 hours for an individual who has served two or more years as a department manager with supervisory and budgetary responsibility in a hospital or nursing facility. This also applies to:

(1) an individual not meeting the requirements for assistant administrator under item B or the definition in part 6400.5100, but who has otherwise held that title in a nursing facility or hospital and performed under the title for two or more years;

(2) an individual who has served as director of nurses in a hospital for two or more years; and

(3) an individual who has served two or more years as an administrator or assistant administrator of one or more long-term care facilities for 25 or more developmentally disabled residents;

D. 300 hours for an individual who has two or more years of employment in a hospital or nursing facility in any professional capacity or in any direct patient care capacity;

E. 300 hours for an individual with two or more years of managerial or administrative employment experience, including supervision of at least 25 employees and responsibility for an annual budget of at least \$250,000; or

F. 400 hours for an individual with none of the experience specified in items A to E.

The amount of experience required to qualify for a practicum reduction under items C, D, and E, shall be measured in full-time equivalency at the rate of 35 hours per week.

Subp. 2. Duration of individual student practicums. Each applicant must complete a 400-hour practicum unless presenting evidence to the board that the applicant has experience as described in subpart 1, items A to E, for a reduction in the number of practicum hours. The board shall determine the minimum number of hours of practicum to be completed by an applicant by comparing the applicant's experience to the requirements in subpart 1 and shall notify the applicant of the board's decision.