

Title of Policy/Procedure: Clinical Placement	Approval Responsibility (Title & Name): UG Chair, Jeanean Boyd DNP, MSN, RN
Approved by (Title & Name): UG Chair, Jeanean Boyd	Last Date of Approval: September 2023
Communication Requirement and Date: Posted in BSN Handbook	Date for Next Review: September 2026
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Clinical Placement

BSN Students will complete clinical preference upon entering the BSN Prelicensure program. Campus (CB) students are randomly assigned to their clinical site. Accelerated online (AO) BSN students are placed based on partnership (if applicable), ranking score, and submitted preference. While student location will be taken into consideration, this might not be able to be accommodated.

Clinical experiences for both the CB and AO programs are scheduled seven days a week and students will not have the option of weekend or weekday-only clinicals. Once allocated students may not change their assigned clinical site or day. When assigning clinical placement, student work schedules, childcare arrangements, and transportation will not be considered. Students will need to plan for these situations accordingly. Once a clinical placement is assigned, students may not change their clinical site or day.

Other factors may be considered during clinical placement if the required information is submitted by the preferencing deadline:

- CB BSN students who are active members of the Honors College will be placed first
- Student organization leaders will not be assigned on their organization's meeting day
- Military students/student athletes who have communicated scheduling needs
- Students with approved religious accommodations who submit a Religious Accommodation Request Form (required each semester)

AO and CB BSN students will complete clinical preference upon entering the BSN Prelicensure program. CB BSN students will also submit clinical preferences with each clinical course. Clinical site availability may prevent accommodation of these requests.

AO Clinical Placement

Clinical placement is the process of assigning students to a clinical site and/or clinical cohort. For AO students this is comprised of three components: (1) partner status, (2) ranking, which is part of the scoring system described in the [AO BSN Admission brochure](#), and (3) geographic location preference. Students receive partner status when employed by hospital or healthcare agency

that provides clinical sites for the program. Students must be employed, at application and through the first day of class, as documented by the employee pay documents.

A list of geographic regions is provided when applying for the BSN Prelicensure program. Students indicate their preference for a clinical location when submitting the online application and can rank their first, second, and third preferences.

Students can select up to three locations for consideration. Students can only request a clinical site in the geographic region corresponding to their acceptance into the program. Once the location is assigned, students will have clinical experiences in that region throughout for the duration of the program.

For information regarding clinical sites, see the [BSN website](#).

AO BSN students, who are accepted to the BSN Prelicensure program for a specific geographic area, such as Longview, South Texas, Houston, will remain at that location throughout the program. Some specialty rotations may require students to attend alternate sites outside of their primary location. Students in their S2 semester will **not** choose their Clinical Site, Preceptor or Clinical Schedule.

Students who step out of the program will be placed based on the Priority Course/Clinical Placement with Limited Available Space policy. See BSN Handbook for complete list. Full time students, who enroll in all required semester courses and taking a minimum of 12 semester credit hours, are assigned clinical placements first. **Part time enrollment** is defined as taking 11 semester credit hours or fewer in any long semester (spring, summer, or fall). Part time enrollment is not considered when taking courses in a Maymester or wintermester. The university defines [full time status](#) in the catalog.

CB BSN Clinical Placement

CB BSN students will complete clinical preference for each clinical course. CB students are randomly assigned to their clinical site using their submitted preference. During the Senior 2-semester, students will not choose their Clinical Unit, Preceptor, or Clinical Schedule.

Student preferences are considered during the clinical placement process if the **submission occurs** by the preferencing deadline. Student preference will not be considered if the information is submitted after the deadline. Priority consideration occurs for the following situations:

- Active members of the Honors College
- Student organization leaders
- Military students and student-athletes
- Students with approved religious accommodations who submit a Religious Accommodation Request Form each semester