**Typhon Instructions for Nurse Practitioner Practicum Students**

Getting a Typhon Account

Once a student account has been initiated by the Nursing Department, the student will receive an email with login information directly from the Typhon system that includes instructions and how to pay the one-time activation fee via credit card. Students are responsible for paying this fee. Once you have an account, to get back to it go to: www.typhongroup.net and click on the Red NPST APN tab. **Before you begin, please review the student tutorials which can be found on the help tab.**

What is Typhon used for?

Typhon is a third-party software program used by WPU Graduate Nursing (and many other programs across the country) to track compliance with completion and submission of documents that clinical agencies require prior to student placements as well as clinical hours completed, types of patient experiences, and clinical conference time. At WPU, Typhon is used to:

* Assure completion of assigned hours and that placements meet program competencies
* Report data to accrediting bodies to demonstrate students meet degree requirements
* Track student progress through clinical course work by recording clinical hours/cases
* Ensure that preceptors meet accreditation standards

Requirements for Students

Keeping Typhon updated is a clinical course requirement (NUR 6041, 7011, 7070, 7252, 7253). It is the responsibility of the practicum student to keep up with Typhon entries on a daily or weekly basis for all of your clinical hours. Clinical course faculty are not responsible for reminding students! Failure to complete these entries within ten business days of completing a clinical rotation may result in the cancellation of the students’ subsequent clinical rotation (whether or not tuition for the hours has been paid and the drop add period has passed) and/or forfeiture of the clinical hours that were entered late. Student processes are as follows:

* Log into Typhon daily/weekly and be sure to choose the right section
* Find your preceptor by name or your clinical instructor in the drop-down menu
* Log your clinical hours/patient encounters as you have worked them
* Case logs should be as complete as possible and reflect your activities with the patient:
	+ Age, Race, Gender, Insurance, Encounter #
	+ Reason for visit, clinical decision-making, student participation in visit
	+ Type of H&P, social problems addressed, diagnostic categories
	+ Prescriptions ordered by category (even if ordered by preceptor)
	+ 'Clinical Notes' section sufficient to enable instructor to find support of diagnosis
* Print out Total End of Semester Time Logs and Total Case Logs – Graphical **that then need to be signed by the preceptor** and the faculty

Conference / Other Activities Log:

* Log Clinical Conference (CC) hours that you attend under “Clinical Conferences”
* Use the “Notes” section to add brief detail
* A small, predetermined number of conference hours (approx. 20h) can count toward your total clinical hours in the program
* Other activities should be logged as hours under “Time Log - Clinical Seminar” using the “Notes” section to briefly describe the activity. For example: “ID micro lab”, “PNP procedure lab”, “Simulation time”