



**TO** Private Licensed/Registered Schools  
**FROM** Nicole Campbell, Division Chief  
**DATE** May 18, 2023  
**RE** Private Licensed Schools Policy Memorandum #105

### **Practical Nurse Clinical Sites**

**The State Board of Private Licensed Schools, at the meeting held on May 18, 2023, approved the following policy under the authority of 24 P.S. §6504 (a).**

Practical Nurse program clinical sites will be approved by the State Board of Private Licensed Schools as follows:

- Upon initial New Program Application submission, the applicant will be required to provide the following items for each clinical site:
  - A site agreement for each proposed clinical site, signed and dated by the appropriate individuals from both the school and the clinical site, describing the terms of the arrangement.
- Once initial program approval has been granted, the school will be required to provide the following at the time of licensure/registration renewal, in conjunction with compliance audits, or at any time upon request:
  - A copy of the school's approved clinical agency (site) query within eppiccNURSE or any other database approved by the State Board of Nursing.

Should you have any questions, please contact your school's assigned Board Administrator.