

# College of Nursing Preceptor Training Module



THE UNIVERSITY OF  
**TENNESSEE**  
KNOXVILLE



# **Preceptorship and it's Benefits**

# What is a preceptor?

- An appropriately credentialed healthcare provider who will oversee the student's clinical experience
- Preceptors must be a licensed provider with at least one year's experience.

# Advantages for Preceptors

- Expands preceptor role
- Enhances communication skills
- Offers collaboration between academia and practice
- Broadens teaching skills
- Creates opportunities to “give back”

# Advantages for Students

- Allows students to enter practice with more clinical experience and knowledge
- Enhances student communication and collaboration skills
- Highlights the critical nature of interpersonal relationships
- Helps students link theory and practice

# Nurse Practitioners as Preceptors

You can receive credit towards your re-certification by serving as a preceptor.

Clinical faculty keep records of the hours completed with preceptors each semester. If you would like a copy of the preceptor record, please email the faculty member listed in the welcome packet.

# **Requirements and Expectations**



# Clinical Site Requirements

Clinical sites need to have a large enough patient volume to assure a broad-base for learning.

Students need to be in clinical areas that reflect the types of patients that coincide with their course work.

Students are not permitted to have a clinical placement in the department where they are employed.



# Expectations for Clinical

Clinical course hours vary for each course, and specific information is included within the welcome letter you've received. Each student must meet established clinical requirements and competencies through a formal clinical experience in primary or specialty care, as designated in each course.

Always keep in mind the student's level in the program. Is this a beginning student or are they ready to graduate?

A daily log of clinical hours will be kept by the student and retained by the course faculty. Preceptors are asked to verify clinical logs via Typhon, and instructions will be provided at the start of the clinical rotation.

# Expectations of Students

The student should arrive on time and when scheduled. If a student will be late or absent, their preceptor and clinical faculty must be notified prior to the clinical experience start time.

Students should be dressed professionally and have their own equipment as appropriate (i.e. stethoscope, name badge, lab coat, and reference guides).

# Patient Experiences

Early in the clinical rotation, students should be interviewing and examining patients independently, *if site policies permit*. To facilitate learning, we ask you allow the student to:

- Gather patient information
- Assess the patient
- Determine diagnosis(es)
- Formulate a treatment plan
- Present to you for discussion

The preceptor is asked to provide and expect increasing levels of independence as the student becomes more experienced in the setting. We expect that you will see notable progression, growth, and skill development over the semester.

# Medical Records

We expect our students to manage the health care of patients within current legal, ethical, and professional standards that meet accepted standards of care.

Advanced practice nursing students are expected to formulate a working diagnosis and treatment plan, then report their findings to the preceptor. This helps the student develop critical thinking and decision-making skills.

# **Feedback and Evaluations**

# Expectations for Feedback

- Give precise, specific, and timely feedback
- Use verbal and visual cues for procedures and skills
- Provide feedback in private
- Adapt feedback to student's needs

Clinical faculty will complete the final evaluation and determine final grade, utilizing feedback from preceptors.

# Student Evaluations and Progress Reports

- Preceptors are expected to complete evaluations as the student progresses through the clinical course.
- Evaluations are completed through Typhon. The link to complete evaluations will be sent to preceptors via email.
- Clinical preceptors do not grade student work. Faculty strongly consider the preceptor's feedback in determining the student's grade.



# Problem Resolution

- Patient safety is the priority
- Communicate concerns, problems, or unsatisfactory performance first with the student, then with the faculty
- Provide suggestions for improvement

# **Faculty Communication and Concerns**

# Faculty Visits to Clinical Site

A faculty member will conduct at least one site visit via Zoom during the student's clinical rotation. The faculty member will discuss the student's progress with the preceptor.

Additional site visits will be made for students who need additional support, who are not performing to the expected level of competency, or for whom the preceptor has concerns.

# Faculty Evaluations

Key elements of the faculty member's evaluation of student performance include:

- Professional demeanor and behavior
- Thorough, accurate, and relevant H&P
- Critical assessment with appropriate diagnosis and treatment plan
- Appropriate and safe pharmacological management
- Evidence-based practice
- Preceptor and patient communication
- Use of professional resources

# ***Code of Ethics for Nurses***

**(American Nurses Association, 2015)**

The *Code of Ethics for Nurses* outlines professional relationships, nursing practice, and expectations, duties, and role of the professional nurse.

Both preceptor and student must understand and apply the [\*Code of Ethics for Nurses\*](#).

# Legal Concerns

The preceptor is accountable for their own actions and supervision of the student.

The student is responsible for their actions within the scope of a student – they do not work “under the license” of a preceptor. The student must be under the direct supervision of the preceptor.

The preceptor may assign learning experiences to a qualified person; however, student supervision is the preceptor’s responsibility.

# Contacting Clinical Faculty

Each student has a designated clinical faculty member, included in the preceptor welcome letter. Faculty are responsible for overall student supervision, clinical coordination, and evaluation.

We encourage you to contact us if you have any questions or concerns about student performance, skills and competencies, or your role as a preceptor. If you cannot reach a clinical faculty member and need immediate assistance, please call Hailey Hernandez (o: 865-974-9181).



# **Final Notes and Submission of Completion**

# Final Notes

We appreciate you precepting our nurse practitioner students. Collaboration and leadership are important parts of the student learning experience. Thank you for all you do to facilitate our NP students' growth and expertise!

If you have any questions or concerns, faculty email addresses and phone numbers are included in the Welcome Letter provided to you. We value your communication. Please feel free to call the College of Nursing clinical faculty at any time.

# Online Training Completion

Click “Submit” to verify your online training completion.



Thank you!