

About the APRN Preceptor Portal

Definition

Preceptor n.

1. A teacher; a tutor; an instructor.
2. An expert or specialist, such as a physician or advanced practice registered nurse, who gives practical experience and training to a student.

Source: <http://www.merriam-webster.com/dictionary/preceptor>

Welcome

Thank you for serving as a preceptor for a Family Nurse Practitioner (FNP) Student from Our Lady of the Lake College. The practicum experiences our student will obtain in your office or clinic are of critical importance to a successful learning experience in our program. The practicum setting allows for the synthesis of concepts and the application of didactic learning.

The FNP students will work closely with you, learning from your advice and example. Through your supervision, the student will progressively develop the skills and judgment necessary to become an FNP. The information on this site was developed to assist both new and experienced clinical preceptors to mentor advanced practice students. Please review the documents on this site. Each student you precept should also provide you a copy of the individual course syllabus. In addition, we ask that you complete the Preceptor Credentials form and the Clinical Preceptor Assessment of Student Performance form.

On behalf of the graduate faculty, we thank you for your support of the Our Lady of the Lake College Family Nurse Practitioner Program. Please note the contact information for program faculty are included in the Preceptor Orientation Packet under Preceptor Resources. We welcome your input regarding our students and educational programs.

Preceptor Roles and Responsibilities

The role of the preceptor is an integral part of advanced practice education. All students are required to complete a 720 clock ours of practicum experiences in order to be successful in the program. Through collaborative relationships between the OLOL College and practice sites, our students receive the necessary training to become competent advanced practice nurses. We are grateful for your help in meeting the educational needs of our students.

The OLOL College FNP Program defines preceptor as a qualified Advanced Practice Registered Nurse or Physician who works in a facility whose role is consistent with the graduate program learning outcomes.

Specific preceptor qualifications are as follows:

- Current and unencumbered license in their discipline.
- Certification in appropriate area(s)
- Practice in a setting that provides practicum experiences appropriate for the development of the student's skills and congruent with the graduate program learning outcomes.
- At least one year experience in professional practice.

Please complete the Verification of Preceptor Credentials found on Page 14 of the Preceptor Orientation Packet.

The primary role of the preceptor is to facilitate learning by assisting the student to meet personal and course objectives. This requires preceptors to be able to provide student feedback regarding questions and to correct errors when they occur. The preceptor is a role model for the student, demonstrating professional roles and practice responsibilities. In addition, the preceptor serves as an evaluator by providing valuable learner feedback, support and guidance.

Preceptor teaching skills

- Articulates expectations clearly
- Assesses student learning
- Involves self actively with student
- Thinks aloud to demonstrate critical thinking and differential diagnostic process
- Asks questions to stimulate thinking
- Recognizes when the student is having difficulty
- Facilitates problem solving
- Collaborates with the student to address issues
- Gives clear and useful feedback

Responsibilities

Faculty Responsibilities	Preceptor Responsibilities	Student Responsibilities
Establish or verify practicum site agreement and individual preceptor agreement.	Review the clinical course objectives provided by the student.	Ensure the site and preceptor agreement is complete and current.
Review learning objectives with student.	Facilitate a learning environment that promotes critical thinking on the part of the student.	Negotiate a clinical schedule that facilitates the needs of all participants.
Make clinical site visits as scheduled.	Provide direct supervision of advanced practice students during the educational experience.	Arrive prepared for clinical with necessary equipment and resources.
Facilitate communication between the practicum site and the OLOL College.	Be present during all student clinical experiences.	Be punctual, respectful and professional at all times.
Evaluate student with diagnosis and treatment plans reflecting patient experiences in the practicum setting.	Communicate with clinical faculty and student regarding the student's progress.	Document all clinical hours using Typhon software.
Ensure that students meet standards for immunizations, CPR, liability insurance, background, drug testing, HIPAA training and nursing licensure at the beginning of each semester.	Validate patient exam findings and pertinent data reported by the student and review all student documentation in the medical record.	Arrange for a site visit with clinical faculty.
Ensure that student clinical experience aligns with course learner objectives.	Complete and submit preceptor evaluation of student.	Complete and submit preceptor evaluation and site evaluation at the end of the practicum experience.

Preceptor Hours

Each academic year you will be eligible to receive a certificate as evidence of the number of practicum hours served as a preceptor. Please email faculty to obtain this document.