

EXHIBIT B
PRECEPTOR QUALIFICATIONS AND RESPONSIBILITIES

Each provider designated as a Preceptor by Affiliate must be a licensed provider who agrees to assume the responsibilities of clinical instruction of an FNP/PA Trainee. The Preceptor must be trained and actively practicing and be in good standing with the licensing board and the community.

Specific Preceptor Responsibilities:

Logistics

1. Orient the student to the work environment including site safety and evacuation plans.
2. Honor the student role by not utilizing the student to replace clinical or administrative staff during rotation.
3. Outline expectations of the student during the rotation (daily schedule, dress, responsibilities, etc.).
4. Provide at least 32 hours a week of clinical experiences, but no more than 60 hours a week including on-call hours. Please set the hours and schedule with the student as you feel is appropriate. This commitment may be shared among two or more qualified Preceptors.
5. Facilitate opportunities for students to be supervised by designated licensed and credentialed providers that are a part of your practice or specialty group in your absence.
6. Notify the School of Nursing program of any questions or concerns regarding the student.

Support Student Learning

1. Facilitate student's learning of your specialty by listening to patient presentations, questioning, and providing feedback.
2. Challenge the student to identify gaps in knowledge to promote learning.
3. As appropriate, share resources (books, journal articles, etc.), assign readings or other pertinent assignments, and include student in professional learning opportunities (grand rounds, team meetings, etc.)
4. Provide hands-on learning under your direct supervision (see table below for quick reference guidelines of student capabilities). Please ensure informed patient consent is received verbally or in writing.
5. Audit and co-sign charts in order to evaluate the student's ability to write appropriate and complete progress notes, histories, physical examinations, assessments, and treatment plans.
6. Complete an online evaluation sent via email of student performance on: Clinical Skills, Professional Attributes, and General Comments of Overall Performance
7. Should any problem arise that would prevent the Preceptor from accomplishing the above items or would diminish the training experience for the Trainee, Preceptor should notify the Affiliate Liaison and University Liaison. It is the University's intention to have a completely open faculty-colleague relationship with the Preceptor. Should problems arise, early notification of the Affiliate Liaison and University Liaison will result in early problem solving without diminishing the training experience for the Trainee and without putting an onerous burden on the Preceptor.