

Print Student Name: _____ Unit: _____
Block # _____ Date: _____

Student to complete this page.

Clinical Preceptorship Attendance Policy LVN-RN Track CSON

You must complete **192 hours** with your preceptors. The goal is to transition from student nurse to RN by working **four 12-hour shifts per specialty area**.

- The time before the shift starts and the time after do NOT count extra. **0645-1915 is simply a 12-hour shift like 1845-0715**. If circumstances arise where you need to stay later than 30 minutes, please notify your faculty advisor via **text**.
- **Schedules must be submitted via LMS Email to your assigned faculty advisor as soon as you confirm with the assigned preceptor.** Notify the faculty advisor by **text message of ANY changes** to the schedule, illness, or being pulled to a different unit. **Failure to notify faculty will result in a clinical absence.**
- Promptness is expected so that the faculty knows your presence in the unit.
- **Do not** pre-fill your Record of Precepted Clinical Experiences (Time Sheet). The **preceptor** must document your **time after each shift** and sign it.
- **48 hours after every completed block**, submit to your advisor the daily clinical reports, the 5-page Student Clinical-Preceptor packet, and the CJM Clinical Paperwork.
- **48 hours after block 4**, you will submit the Clinical Experience Skills Checklist and the rest of the clinical paperwork to your advisor.

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Time & Attendance Record of Precepted Clinical Experiences
 (To be filled out daily at the end of each shift & signed by the Preceptor.)

Date:	Actual Time (Was this student late?)		Location:	Preceptor: Print & Signature (Please print legibly)	
	IN	OUT		Print:	Signature:
				Print:	
				Signature:	
				Print:	
				Signature:	
				Print:	
				Signature:	
				Print:	
				Signature:	
				Print:	
				Signature:	
				Print:	
				Signature:	

****Important to keep up with and submit to your advisor****

Students: Please make an additional copy of this page and email it separately to Ms. McWilliams via the LMS. For example, the **subject line** should read: **Your Name_MICU_Preceptor's Name_Block 1 T&A**

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LVN-RN Preceptor Appraisal of Student Performance
(Preceptor Completes and Reviews with Student)

1. Please reflect on the student’s clinical performance during the preceptorship and rate the following:
[Place a √ in the appropriate box]

Clinical Learning Outcomes	Below Average Performance Needs Significant Guidance	Satisfactory Performance Needs Average Guidance	Outstanding Performance Needs Minimal Guidance
<p>A. Safety/Quality: Integrate nursing care using evidence-based practice to promote safety and quality for patients, self, and others</p> <p>Examples:</p> <ul style="list-style-type: none"> a. Identifies the patient with two patient identifiers and verifies patient allergies b. Use of the seven rights of medication administration when administering medications c. Performs hand hygiene and aseptic technique d. Maintains a safe care environment. e. Prioritizes the primary concern/complaint and interventions 			
<p>B. Communication: Communicate and collaborate effectively with patients, their family, and members of the interdisciplinary healthcare team in various settings. <u>(SBAR, Documentation, patient advocacy)</u></p>			
<p>C. Clinical judgement: Integrate use of current evidence-based practice and clinical competence when making clinical decisions in the provision of patient-centered care. (Clinical Judgement model)</p>			
<p>D. Patient-centered care: Integrate nursing care for patients from diverse backgrounds based on patient age, culture, values, and educational needs.</p>			
<p>E. Professionalism: Integrate knowledge, skills, and attitudes required of a professional nurse, embracing lifelong learning to improve the quality of healthcare.</p>			

2. What do you think are the students’ strengths?

3. What have you identified as an opportunity for improvement for the student?

Preceptor Print & Sign: _____ / _____ Date: _____

Student signature: _____ Date: _____

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Student to complete this page.

LVN-RN Preceptorship: Student Self-Evaluation

1. Please reflect on your performance during the preceptorship and rate yourself on the following:

	I need significant guidance.	I need average guidance.	I need minimal guidance.
a. Safety/Quality: I integrate nursing care using evidence-based practice to promote safety and quality for patients, self and others			
b. Communication: I communicate and collaborate effectively with patients, their families, and members of the interdisciplinary healthcare team in various settings. (Documentation, Patient advocacy, & SBAR)			
c. Clinical judgement: I integrate the use of current evidence-based practice and clinical competence when making clinical decisions in the provision of patient-centered care. (Clinical judgement model)			
d. Patient-centered care: I integrate nursing care for patients from diverse backgrounds based on patient age, culture, values, and educational needs.			
e. Professionalism: I integrate knowledge, skills, and attitudes required of a professional nurse, embracing lifelong learning to improve the quality of healthcare.			

2. What do you think are your strengths?

3. What have you identified as a personal opportunity for improvement?

4. What plan will you implement to ensure you learn from this improvement?

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STUDENT'S EVALUATION OF PRECEPTOR

Name of Preceptor: _____ Clinical Unit: _____

Please rate your preceptor on each statement 1=Never/Poor, 2=Seldom/Mediocre, 3=Sometimes/Good, 4=Often/Very Good, 5=Always/Superb	Rating Please circle one.				
Establishes a good learning environment (approachable, non-threatening, enthusiastic, etc.)	1	2	3	4	5
Stimulates me to learn independently	1	2	3	4	5
Allows me autonomy appropriate to my level/experience/competence	1	2	3	4	5
Organizes time to allow for both teaching and caregiving	1	2	3	4	5
Offers regular feedback (both positive and negative)	1	2	3	4	5
Specifies what I am expected to know and do during the training period	1	2	3	4	5
Adjusts teaching to my needs (experience, competence, interest, etc.)	1	2	3	4	5
Ask questions that promote learning (clarifications, probes, Socratic questions, reflective questions, etc.)	1	2	3	4	5
Give clear explanations/reasons for opinions, advice, or actions	1	2	3	4	5
Adjusts teaching to diverse settings (bedside, charting, nurses' station, etc.)	1	2	3	4	5
Coaches me on my clinical/technical skills (patient history, assessment, procedural, charting)	1	2	3	4	5
Incorporates best practice guidelines into teaching	1	2	3	4	5
Teaches diagnostic skills, including clinical reasoning and interpretation of lab results.	1	2	3	4	5
Teaches effective patient and/or family communication skills	1	2	3	4	5
Teaches principles of cost-appropriate care (resource utilization, etc.)	1	2	3	4	5

1. What did you like best about your preceptor?

2. Was your Preceptor engaging? Did you learn from your preceptor?

3. Do you have any suggestions for your preceptor to consider when working with future students?

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