

Nurse Practitioner Preceptor Clinical Guidelines

The Preceptor:

1. Reviews, signs, and returns Affiliation Agreement for Clinical Experience and Training to College prior to precepting student, as appropriate.
2. Submits copies of most recent CV to graduate program manager prior to precepting student.
3. Reviews FERPA <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>
4. Reviews program information and course documents.
5. Collaborates with student to identify dates and times for clinical experiences.
6. Meets with student to review individual goals, course objectives, and expectations.
7. Orients student to clinical site.
8. Discusses with student their experience/background.
9. Plans appropriate experiences that allow student to meet clinical objectives and goals and increase their level of patient management and responsibility over time. Examples of patient management activities may include (under supervision of clinical preceptor):
 - *Performing and documenting history and physical examinations
 - *Admitting patients
 - *Assessing patients utilizing multiple data points and resources
 - *Developing differential diagnoses and initial management plan
 - *Ongoing patient management with revisions of plan based on patient progress
 - *Ordering and interpreting diagnostic tests
 - *Communication with families and other healthcare providers
 - *Responding to emergent situations and assisting in patient stabilization
 - *Evaluating need for consultation with specialty groups
 - *Participating in discharge planning
10. Provides opportunities for active student participation in patient rounds and other educational activities within an interprofessional team.
11. Encourages student to access reference resources and clinical pathways, guidelines, or protocols pertinent to patient population.
12. Provides opportunities for performance of select supervised procedures within scope of practice.

13. Assigns student an appropriate patient caseload based on student's clinical level, knowledge, skill, and practice area. *See below for sample caseload for ACNP students.*
14. Meets with student at regular intervals to discuss progress, achievement of objectives, and to provide constructive feedback.
15. Demonstrates positive role model behaviors in technical and interpersonal skills, critical thinking, and professional role.
16. Observes all student clinical activities.
17. Alerts faculty to concerns regarding student's progress in timely fashion.
18. Verifies clinical hour completion.
19. Completes student evaluation at conclusion of each student's clinical rotation.
20. Completes program evaluation at conclusion of rotation in timely fashion.

Sample caseload (ACNP students):

Acute Care I Clinical rotations (ICU): 2-4 patients

Acute Care II Clinical rotations: begin with 2 patients and gradually build to 4-5 patients

Acute Care III Clinical & Final Clinical: begin with 2 patients and gradually build to 5-6 patients.