

## **PRECEPTOR ROLE AND AGREEMENT**

This Agreement is entered on the \_\_\_\_\_ day (day of the month) of \_\_\_\_\_ (month), 200\_\_ between Aultman College of Nursing and Health Sciences (“Aultman”), Division of Nursing (“Division”), 2600 Sixth Street SW, Canton, Ohio 44710 and \_\_\_\_\_ (print name) (“Preceptor”).

Whereas, Aultman offers an educational program for students pursuing a health care career and requires the participation of Preceptors on a Clinical Site to provide a clinical educational experience through the use of official preceptors to the students; and,

Whereas, Clinical Site is willing to provide a preceptorship clinical educational experience to the students of Aultman,

Whereas, the Preceptor is willing to provide his/her direct supervision to 1 or 2 students of Aultman during a pre-assigned clinical educational experience,

Now, therefore, in consideration of the mutual agreement occurring between all parties, Aultman, the Division and the Preceptor agree as set forth:

### **GENERAL AGREEMENT CONDITIONS**

**1. Definition of Preceptor:**

The term “preceptor” as defined by Chapter 4723-5-01 of the Administrative Code (OAC) paragraph (Z) means:

“a registered nurse or licensed nurse who meets the requirements of this chapter [4723-5 OAC], who provides supervision of a nursing student’s clinical experience at the clinical agency in which the preceptor is employed, to no more than two students at any one time, and who implements the clinical education plan at the direction of a faculty member participating in the course in which the student is enrolled.”

**2. Minimum Qualifications of the Preceptor:**

The preceptor must possess the following qualifications in accordance with Chapter 4723-5-10 (A) (5) of the Ohio Administrative Code:

- a. Completion of an approved professional nursing education program;
- b. Experience for at least two years in the practice of nursing as a registered nurse and have demonstrated competence in the area of clinical practice in which the preceptor provides supervision to a nursing student;
- c. A baccalaureate degree in nursing is preferred; and
- d. Current active licensure as a registered nurse in the jurisdiction or foreign country where the supervision of a nursing student’s clinical experience occurs.

**3. Responsibilities of Faculty and Instruction Personnel in a Clinical Setting:**

In accordance with Chapter 4723-5-20 of the Ohio Administrative Code:

[A] A faculty member of a nursing education program is responsible for planning the student's experiences and for evaluating the student's performance. Clinical nursing experiences are assigned by faculty based on course objectives and student learning needs. Faculty or instructional personnel shall supervise student practice by providing guidance, direction, and support appropriate to the clinical situation.

[B] Supervision of a nursing student shall be provided for each clinical experience involving the delivery of nursing care to an individual or group of individuals. This supervision shall be provided only by a faculty member, teaching assistant, or preceptor who meets the qualifications set forth in rule 4723-5-10 of the Administrative Code for a registered nursing education program.

[C] All experiences for a nursing student in a clinical setting involving the delivery of nursing care to an individual or group of individuals shall be performed under the direction of a faculty member who functions only as a faculty member during the nursing student's clinical experience. The faculty member providing direction shall:

- (1) Establish clinical objectives or outcomes within the framework of the course in which the student is enrolled;
- (2) Communicate clinical objectives or outcomes to:
  - a. The student;
  - b. The preceptor;
  - c. The staff at the clinical site, as required;
- (3) Provide for orientation of each student to the clinical site, including introduction to staff;
- (4) Assignments are made for the student experience, consistent with the specific objectives or outcomes of the course in which the student is enrolled;
- (5) Provide for supervision of each student in accordance with Chapter 4723-5-20;
- (6) Evaluate the student's experience, achievement, and progress in relation to the clinical objectives or outcomes, with input from the preceptor.

**4. Responsibilities of the Preceptor:**

In accordance with Chapter 4723-5-20 (F) of the of the Ohio Administrative Code, the preceptor providing supervision of a nursing student shall at least:

[A] Have competence in the area of clinical practice in which the preceptor is providing supervision to a student;

[B] Design, at the direction of a faculty member, the student's clinical experience to achieve the stated objectives or outcomes of the nursing course in which the student is enrolled;

[C] Clarify with the faculty member:

- a. The role of the preceptor
- b. The responsibilities of the faculty member;
- c. The course and clinical objectives or outcomes; and
- d. The clinical experience evaluation tool; and

[D] Contribute to the evaluation of the student's performance by providing information to the faculty member and the student regarding the student's achievement of established objectives or outcomes.

[E] A preceptor shall provide supervision to no more than two nursing students at any one time, provided the circumstances are such that the preceptor can adequately supervise the practice of both students.

The preceptor shall be present on-site during the student's clinical experience and provide supervision in accordance with the OAC.

Supervision of a nursing student in a clinical setting means that the preceptor is immediately available to the nursing student at all times to provide guidance and review of the student's performance.

### **DIVISION OF NURSING RESPONSIBILITIES:**

1. The Division of Nursing will provide preceptor clinical education experience information / orientation at least annually.
2. The Division of Nursing will annually maintain a RN preceptor file to include RN preceptor qualifications and license verification data; the Preceptor may be asked to provide such information in a timely manner.
3. The Division of Nursing reserves the right to withdraw students from a Clinical Site when in Division's judgment the clinical educational experience does not meet the needs of the student.
4. The Division will conduct direct observation of preceptors and student performances.
5. The Division is ultimately responsible for supervision and evaluation of students.

**TERMS:**

The terms of the official Preceptor Role and Clinical Agreement remain in effect for this academic year **200**\_\_\_ - **200**\_\_\_.

1. The term of this Agreement will continue in effect for one academic year from its effective date, unless terminated as follows:
  - a. When all parties mutually agree to terminate this Agreement
2. This Agreement dates may be modified, in writing, by mutual consent of both parties at any time; OAC rules may not be modified.

**Division Course Representative**

**Preceptor**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Credentials: \_\_\_\_\_

Credentials: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

