

Introduction to Precepting

Presenters: Michelle Dilley, MBA; Laure Orgon, MA, RN; Lorence, MS, RN, CPNP

Introduction to Precepting is designed for new preceptors meeting the qualification guidelines for preceptors and current preceptors who want tools in communication, teaching approaches, etc.

***Note the course curriculum is designed to be 8 hours:**

- E-learning modules – 2 ½ hours (pre and post session)
- Classroom – 4 hours in length
- Meeting with educator – 1 hour

Learning Objectives:

- Describe various roles of the preceptor.
- Describe various learning styles and ways to use teaching methods to leverage learning.
- Describe steps of the teaching process: assess, plan, teach, validate.
- Describe ways to initiate critical thinking in the orientee.
- Demonstrate effective communication and feedback.
- Identify & practice conflict resolution techniques.

E-learning modules:

Participants need to complete the following e-learning courses in Self Service:

Prior to class: Mosby: Intro to Precepting Pre-Learning; Complete Chapters 4 & 8 (2012-81)

- Mosby Role of a Preceptor
- Mosby Teaching/Learning Process: Learning Styles

After class: Mosby: Intro to Preceptor Post E-Learning; Complete Chapter 13 (2012-87)

- Mosby Supporting the Preceptee: Assignments and Time Management

Classroom Sessions:

Date	Time	Location
1/21/2015	0800-1200	910 Med Place, Suite 400
4/15/2015	0800-1200	910 Med Place, Suite 400
7/2/2015	0800-1200	910 Med Place, Suite 400
10/21/2015	0800-1200	910 Med Place, Suite 400

Registration required in Self Service: Class size is limited. To register, see attached instructions.

Accreditation

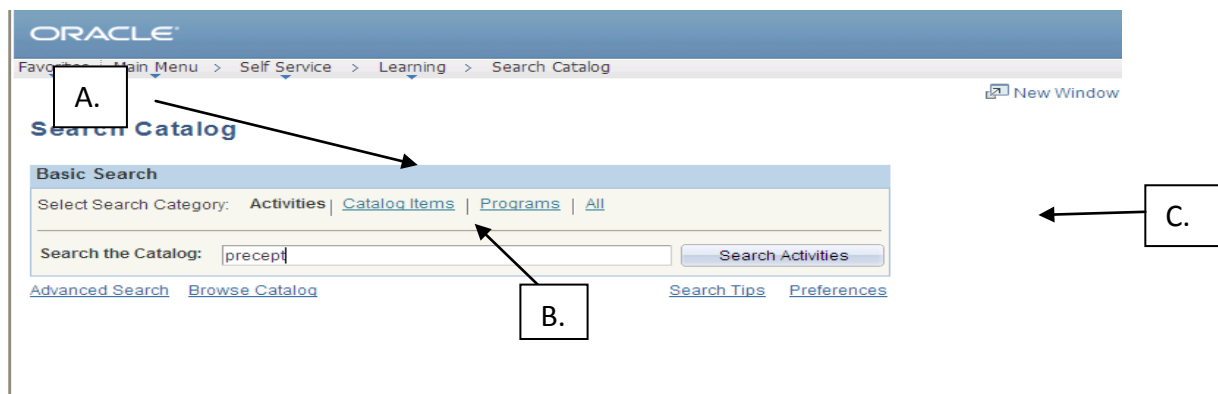
This activity meets continuing education criteria for Minnesota Board of Nursing, ASRT and Minnesota Board of Pharmacy.

Completion of the Introduction to Precepting Program includes:

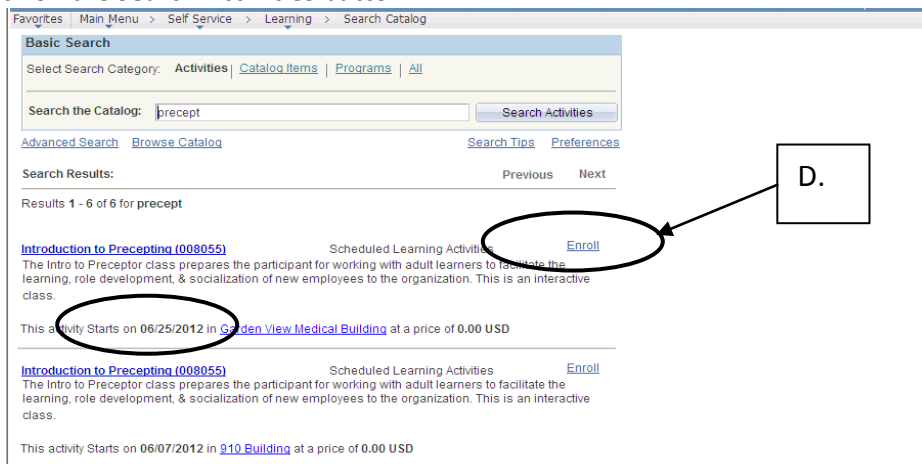
1. Enroll in a classroom session: **Introduction to Precepting**
2. Enroll in the e-learning course, which must be completed prior to attending class:
Mosby: Intro to Precepting Pre-Learning; Complete Chapters 4 & 8
 - Preceptor Course: Role of the Preceptor
 - Preceptor Course: Teaching/Learning Process: Learning Styles
3. Attend classroom session.
4. Enroll in the post session e-learning course, which must be completed after attending class:
Mosby: Intro to Precepting Post-Learning; Complete Chapters 13
Supporting the Preceptee: Assignments and Time Management
5. **For Nurses only:** Meet with your Clinical Educator for a post class session.

Directions for Course Enrollment:

Step 1: How to Search for **Introduction to Precepting** activities:



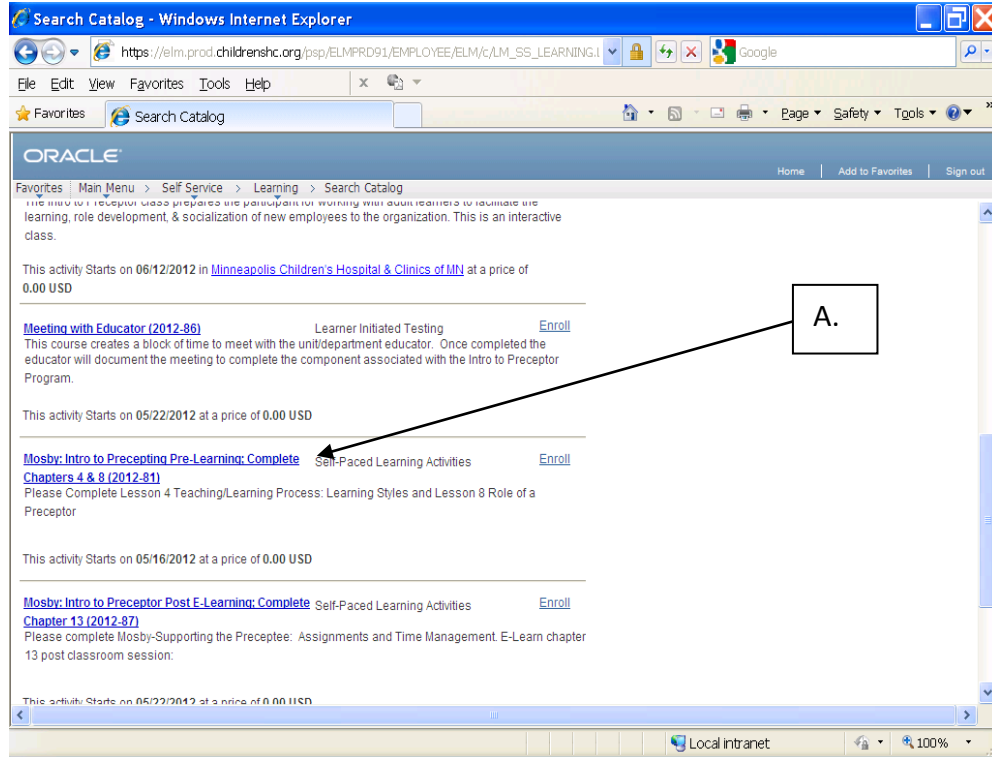
- Go to: A. **Search Catalog**, then go to **Select Search Category:** and click on **Activities**.
B. Type in the word **Precept** to search for: **Preceptor activities**.
C. Click on the **Search Activities** button.



- D. Choose the classroom session date and location that work best for your schedule and click on **Enroll**.

Step 2: A. Enroll in the course E-Learning:

Mosby: Intro to Precepting Pre-Learning; Complete Chapters 4 & 8



When you launch the Mosby course, you will see a list 15 of modules. You only need to complete the following titles prior to class:

- Preceptor Course: Role of the Preceptor
- Preceptor Course: Teaching/Learning Process: Learning Styles:

Component Name:	Web: Mosby: Role of a Preceptor	Type:	Web-based
Activity:	Mosby: Intro to Precepting Pre-Learning; Complete Chapters 4 & 8	Duration:	--

Table Of Contents	
Title	
Mosby's Preceptor Course	
Preceptor Course: Teaching/Learning Process: Adult Learning Principles & Competency Development	Launch
Preceptor Course: Communication: Effective Skills	Launch
Preceptor Course: Communication: Feedback and Managing Conflict	Launch
Preceptor Course: Teaching/Learning Process: Learning Styles	Launch
Preceptor Course: Teaching/Learning Process: Cultural Influences	Launch
Preceptor Course: Competency: Domains of Learning & Performance	Launch
Preceptor Course: Competency: Novice to Expert Continuum & Performance	Launch
Preceptor Course: Role of a Preceptor	Launch
Preceptor Course: Precepting in Action: Assessing and Setting Goals	Launch
Preceptor Course: Precepting in Action: Evaluating Performance	Launch
Preceptor Course: Precepting In Action: Developing & Implementing a Coaching Plan	Launch
Preceptor Course: Supporting the Preceptee:	

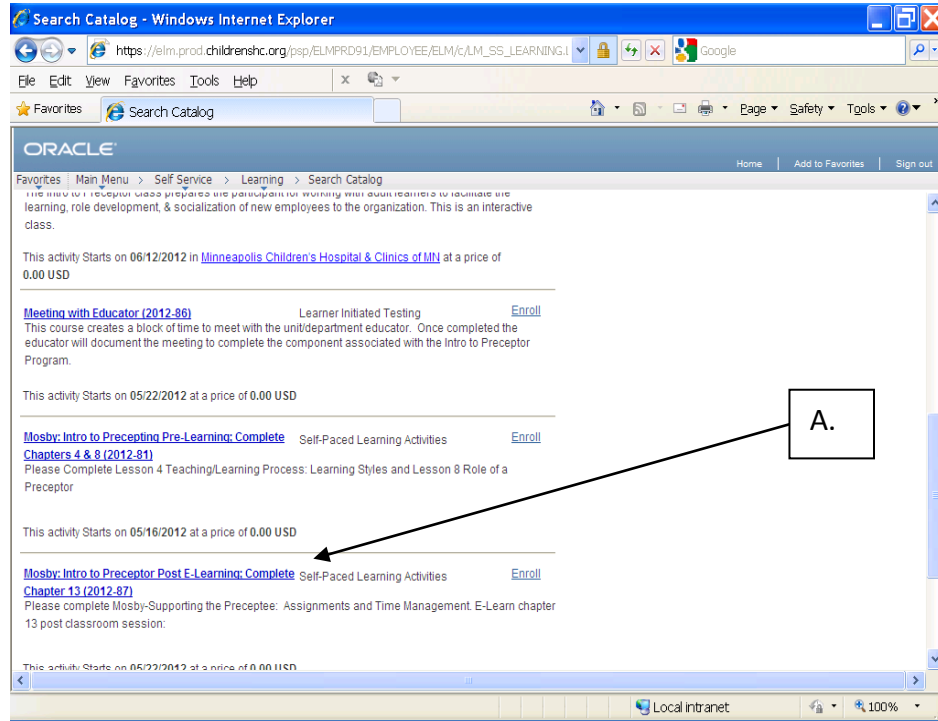
Step 3: Attend classroom session.

Step 4: A. Enroll in the course E-Learning:

Mosby: Intro to Precepting Post-Learning; Complete Chapters 13:

Supporting the Preceptee: Assignments and Time Management

B. Complete and take the test for Chapters 13 after attending class:



Step 5: For Nurses & CSAs: Meet with your Clinical Educator for a post class session.

You have completed the Introduction to Precepting Requirements!