

DACUM Competency Profile for The Preceptor

DACUM PANEL MEMBERS

Surinder Patel

Critical Nurse III

Saddleback Memorial Medical Center

Laguna Hills, CA

Darcie Peterson, RN

Medical Surgical Certified

St Joseph Hospital

Orange, CA

Michael Lopez

Education Coordinator/Lead Technologist

Kaiser Permanente - Riverside

Riverside, CA

Gregory A. Pate, EMT

Training Coordinator

Schaefer Ambulance Service

Santa Ana, CA

Karen Gottlieb, RN, MSN, CCRN

Clinical Educator

UCI Medical Center

Orange, CA

Laura Greico, BVE, RT (R,M)

Clinical Coordinator

Cypress College

Cypress, CA

Janet Henderson

Assistant Director Health Info Management

UCI Medical Center

Orange, CA

Facilitator

Joanne Gray, RN, MSN

Regional Health Occupations Resource Center

Orange County Region

Saddleback College

Mission Viejo, CA

Produced By

Regional Health Occupations Resource Center

Saddleback College

28000 Marguerite Parkway

Mission Viejo, CA 92692

(949) 582-4451

Fax (949) 347-9053

Developed and published under contract with the State of California Chancellor's Office, California Community Colleges, Ed Net Funding - 00-0226. Printed at Saddleback College, Regional Health Occupation Resource Center, (RHORC). Permission is hereby granted to reproduce this work, in whole or part, for classroom or curriculum use only.

DACUM Competency Profile for The Preceptor

The Preceptor is one who demonstrates a high level of knowledge, clinical proficiency, professionalism and serves as a clinical instructor to new employees and students in the clinical setting. Assist with the transition into the clinical environment in order to insure quality patient services, maintains organizational standards and continuity of patient care in a cost effective manner.

Duties		Tasks			
A	Serve as a role model	A-1 Maintain current practice	A-2 Serve as a resource person	A-3 Participate in developing performance standards	A-4 Assist in defining the role of the Preceptor/Preceptee
	B	Provide education	B-1 Assess learning needs	B-2 Assess personal/professional needs	B-3 Establish performance objectives/evaluation criteria
B-5 Teach how to locate resources		B-6 Review procedures/policies for standard of care	B-7 Plan educational experiences	B-8 Review theory and the procedure steps	
B-9 Demonstrate clinical skills		B-10 Oversee return demonstration	B-11 Provide emotional support and coaching		
C	Serve as a liaison	C-1 Orient to physical environment	C-2 Arrange clinical experiences	C-3 Introduce employee/student to corporate culture	C-4 Integrate employee/students into staff
	C-5 Introduce to organizational resources	C-6 Communicate mutual objectives with dissimilar organizations/departments	C-7 Facilitate communication with other departments		
D	Perform preceptor evaluation	D-1 Communicate progress to student	D-2 Provide constructive feedback	D-3 Communicate progress to management/instructor	D-4 Document evaluation
	D-5 Perform competency based evaluation				

KNOWLEDGE & SKILLS

- Ability to develop learning objectives
- Cultural diversity
- Demonstrate excellence in field
- Desire to teach
- Excellent communication skills verbal and written
- Excellent needs assessment skills
- Growth & development
- Job experience in field
- Knowledge of learning styles
- Listener & leadership skills
- Objective evaluation skills
- Organizational skills
- People skills/customer relations
- Possess academic & licensure/certificate requirements
- Serves as a resource to colleagues
- Time management skills

- Team player
- Thorough

TOOLS, EQUIPMENT, SUPPLIES AND MATERIALS

- Access to continuing education
- Calendar for planning
- Check off list
- Evaluation tools
- Medical Equipment
- Patient Bill of Rights
- Peer reporting mechanism
- Policy/Procedure manual
- Reference resources
- Rotation list
- Student curriculum/teaching manual

TRAITS AND BEHAVIORS

- Ability to establish rapport
- Advocate
- Calm
- Common sense
- Communication - good skills
- Dependable
- Efficient
- Empathic
- Enthusiastic
- Flexible
- Initiative
- Interpersonal skills
- Intrinsically motivated
- Intuitive
- Level headed
- Logical
- Loyal
- Motivated
- Patience
- Professional
- Punctual
- Responsible
- Sense of humor
- Tact

