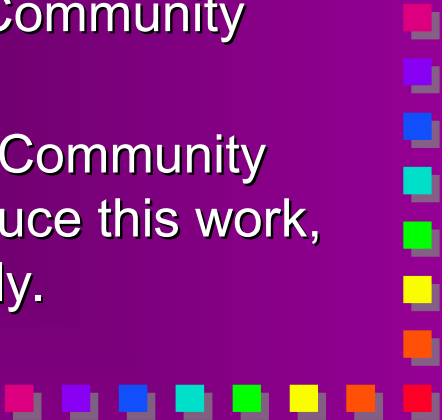




# Preceptor Program

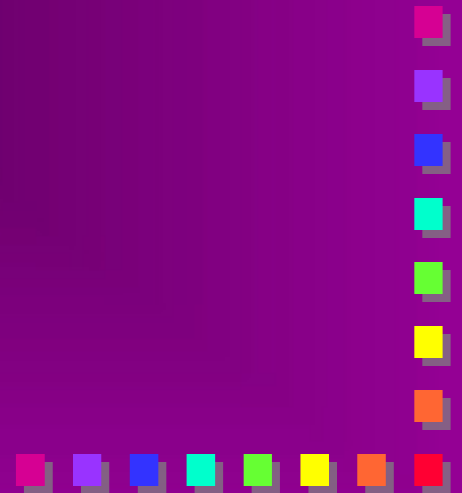
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# Program Overview

- Purpose
- Program Objectives
- Preceptor Roles
  - Role Model
  - Educator
  - Facilitator
  - Evaluator



# Module One

## Preceptor Role



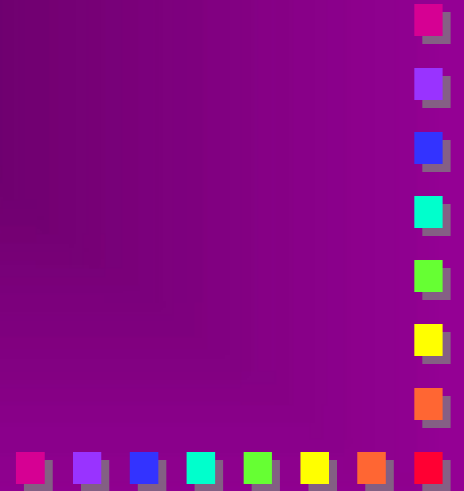


# Icebreaker Activity



# Definitions

- Preceptor
- Preceptee
- Preceptorship
- Orientation
- Competence

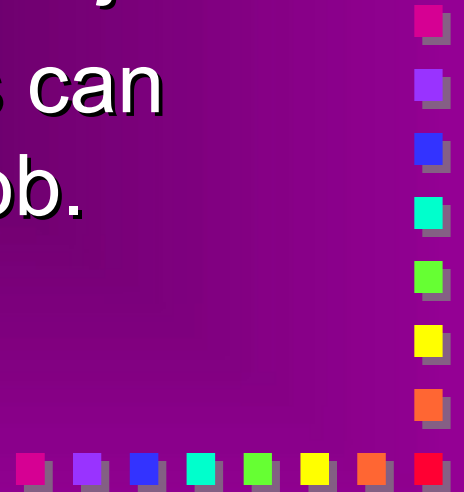


# Module 1: Role

- DACUM

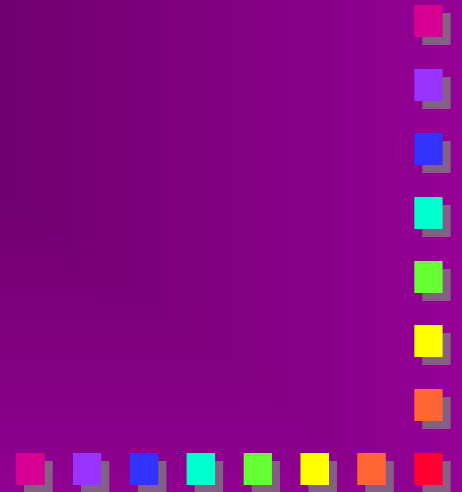
  - Develop A Curriculum

- A method to determine the competencies or tasks in a given job.
- Philosophy that expert workers can most accurately describe the job.



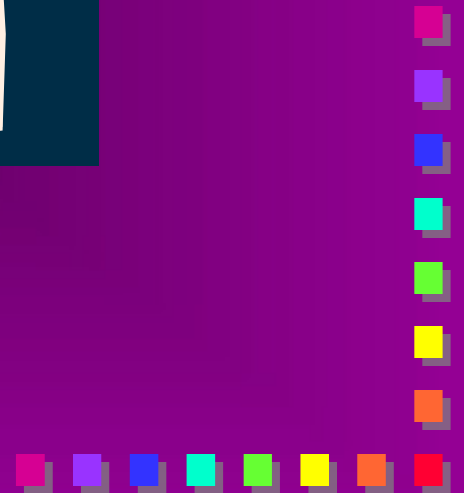
# DACUM Process

- Job
- Duty
- Task
- Step
- Knowledge and Skills
- Equipment
- Traits and Behaviors

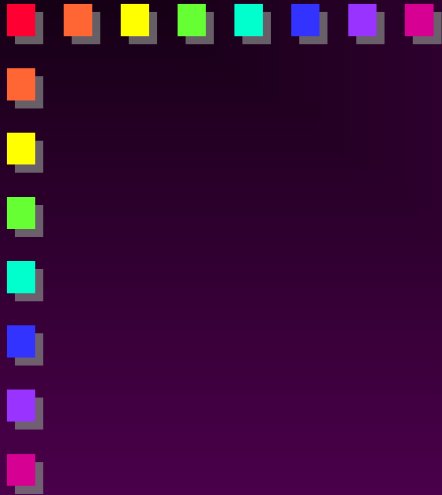


# Role Transition

- Staff
- Preceptor

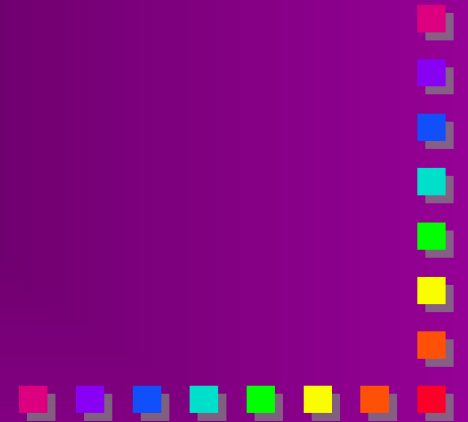






# Activity

(preceptor qualities)



# An Effective Preceptor

# Knowledge



# Skills



# Attitudes



# Knowledge

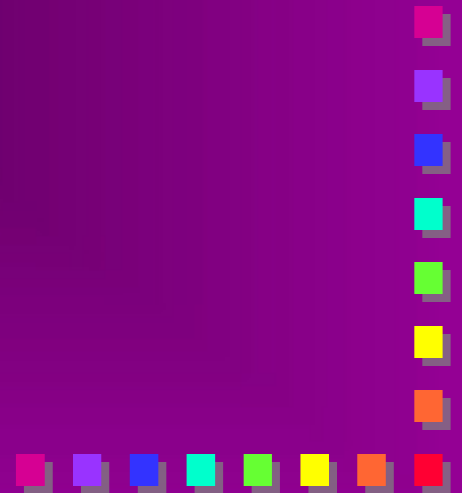
- Policies/procedures
- Practice standards
- Routines
- Documentation
- Preceptee's job description
- Biculturalism
- Resources
- Principles of teaching/learning/ adult education
- Teamwork



# Attitudes

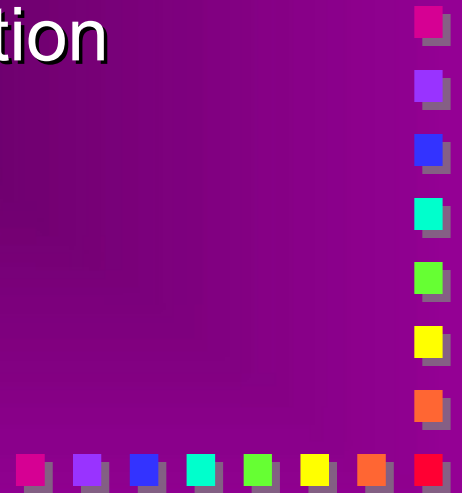
- Respectful
- Realistic
- Patient
- Open-minded
- Dependable
- Good Listener

- Supportiveness
- Positive
- Sense of humor
- Constructive
- Mature
- Honest



# Skills

- Patient care
- Communication
- Use of equipment
- Use of resources
- Interpersonal relations
- Work organization
- Problem-solving
- Decision-making
- Priority-setting
- Delegation



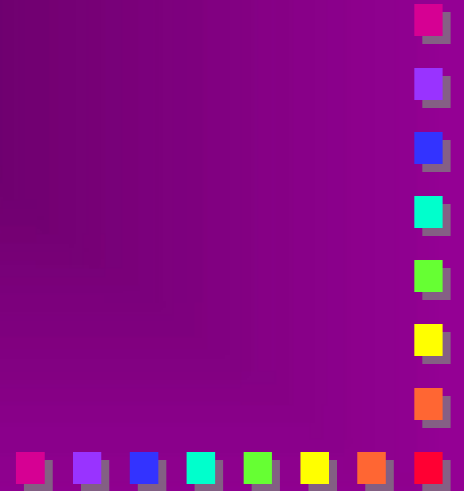
# Preceptor's Expectations

- Role definition
- Performance expectations
- Delineation of responsibilities
- Enumeration of expected outcomes for the preceptor program
- Valid and reliable evaluation tools



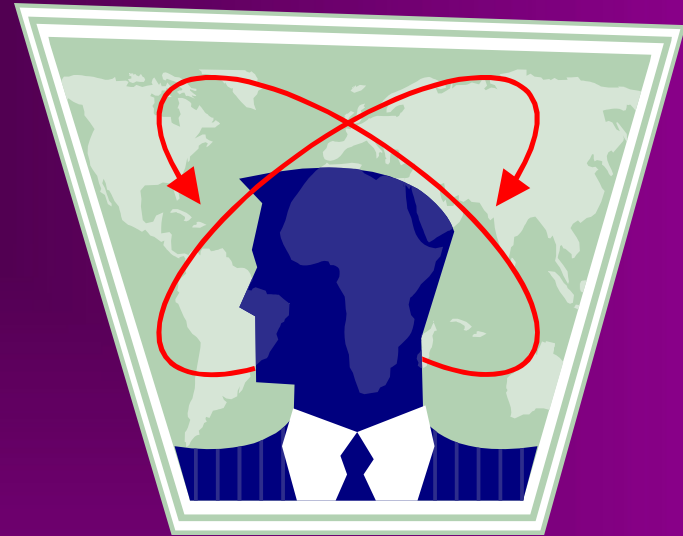
# Preceptor's Expectations

- Available resources
- Support system
- Adequate preparation for the role
- Adequate training



# Responsibilities of the Preceptee

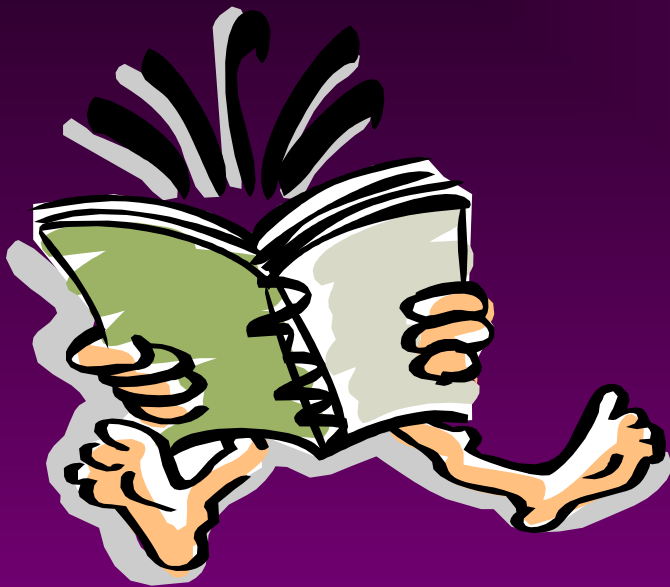
- Identifies own learning needs
- Is active in the learning process
- Readily asks questions





# Responsibilities of the Preceptee

(continued)

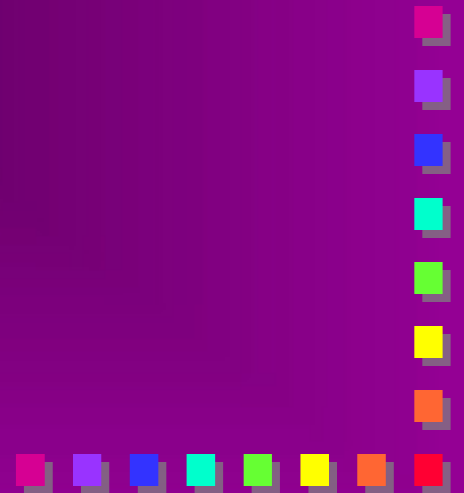


- Reads and follows policy/procedure manuals
- Utilizes resources
- Identifies goals
- Competencies
- Reports concerns
- Evaluates



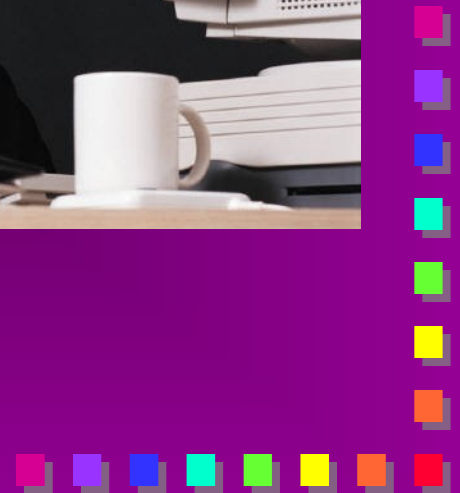
# Preceptee Expectations

- Job Description
- Preceptor/Job Expectations
- Unit staff
- Responsibilities
- Evaluation Tools/Measures
- Hands-on Experiences
- Support Systems



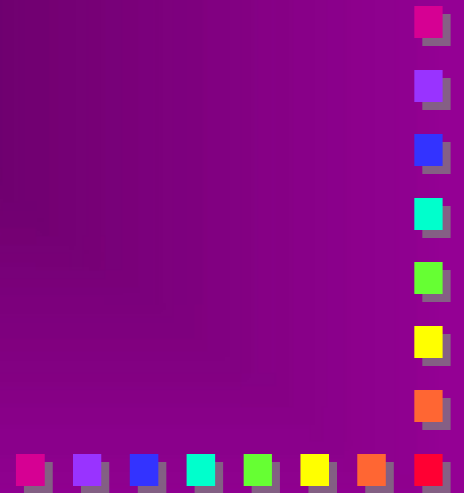
# Stress

- Internal Stress
- External stress



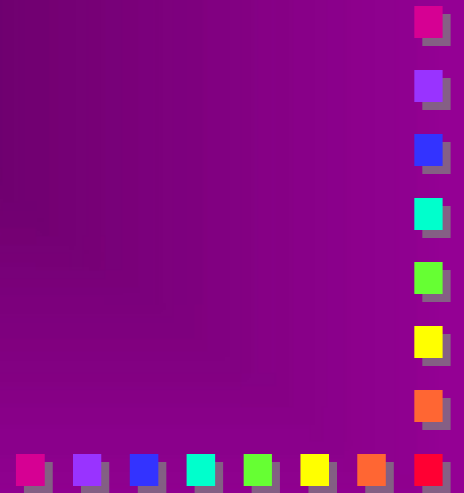
# Stress Video

- Laughing at Stress by Loretta LaRoche
- 800-367-1604
- [www.stressstop.com](http://www.stressstop.com)



# Reality Shock

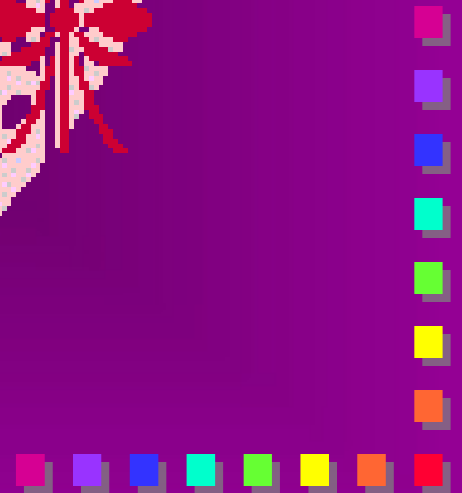
- Reality shock phases
  - Honeymoon
  - Shock
  - Recovery
  - Resolution



# Reality Shock - Honeymoon

- Characteristics

- Everything is wonderful
- Excited
- Rose-colored glasses
- Enthusiastic



# Reality Shock - Honeymoon

## ■ Strategies

- Take an interest
- Help to set realistic expectations
- Encourage to ask questions about the history of the organization
- Assist to focus on developing a reputation for competence



# Reality Shock - Shock

- Characteristics
  - Anger, moral outrage
  - Frustration, rejection
  - Confusion
  - Disappointment
  - Disillusionment





# Reality Shock - Shock

## ■ Strategies

- Be a good listener
- Encourage a look at current learning status
- Focus on the good things
- Create a climate for learning
- It is all right to be a learner
- Prevent feelings of abandonment



# Reality Shock - Recovery

## ■ Characteristics

- Stress is reduced
- Able to grasp the role
- Realized the truth; more than one perspective exists
- Sense of humor begins to return



# Reality Shock - Recovery

## ■ Strategies

- Nurture ability to see humor in the situation
- Give positive feedback; share stories about preceptor's own first work experience
- Assist to turn disappointments into learning experiences



# Reality Shock - Resolution

- Characteristics

- Adjustment

- job hopping

- returning to school

- Bicultural adaptation

- Integration of two conflicting value systems



# Reality Shock - Resolution

## ■ Strategies

- Assist to evaluate work situation objectively
- Help identify appropriate and obtainable goals
- Discuss constructive problem-solving



# Implementing a Program

- Roles
- Responsibilities
- Plan

