



Roles and Responsibilities for Preceptors and BSN Completion Students

A listing of roles and responsibilities regarding students, preceptors, and faculty in providing clinical education is provided below.

Roles and Responsibilities of the Preceptor

The preceptor works directly with graduate nursing students and closely with Faculty to facilitate the student's clinical experience and achievement of clinical objectives. Specifically, the preceptor will:

- a. Precept the student on a one-to-one clinical basis.
- b. Participate in student instruction while serving as an expert, role model, and consultant during clinical experience.
- c. Provide student orientation to the facility and introduction to staff.
- d. Provide space and room facilities as needed for the student's clinical experience.
- e. Provide the student with clinical experiences to meet the course and clinical requirements, objectives, outcomes, and specific educational expectations.
- f. Provide feedback regarding the student's clinical performance and clinical competency via communication with student, preceptor, and faculty. Faculty have the ultimate responsibility of student clinical evaluation.
- g. Notify the faculty immediately of any problems arising from the student's performance.
- h. Provide feedback to the student about performance and progress on an ongoing basis.
- i. Facilitate student experiences through evaluation of clinical experience, participate in quality management of clinical experience, and identification of new learning experiences.

Roles and Responsibilities of the BSN Completion Nursing Student

The student, in consultation with the preceptor and faculty, should progress through the stages of role performance from dependence to independence in providing care to clients. Specifically, the student will:

- a. Understand and practice within the scope of a registered nurse as regulated by the Nurse Practice Act in the state where clinical experiences occur.
- b. Provide the preceptor/agency and faculty with proof of liability insurance, satisfactory completion of OSHA and HIPAA requirements, and licensure to practice professional nursing in the state clinical experience occur.
- c. Provide proof of current immunization status and CPR certification.
- d. Negotiate goals/objectives for fulfilling the clinical requirements with the preceptors.

- e. Provide written documentation of educational and clinical experiences that met goals and objectives as indicated in the course syllabus and course assignments.
- f. Maintain a collegial and professional relationship with preceptor and faculty.
- g. Provide evidence of self-evaluation of clinical performance and the attainment of learning objectives and outcomes.
- h. Assume responsibility for individual learning needs through assessment of own strengths and limitations.
- i. Report to preceptor and faculty immediately if unable to meet clinical experience commitment.
- j. Communicate to the preceptor and faculty immediately about any problems that may arise during the clinical experience.
- k. Participate in the clinical evaluation process via communication with preceptor and faculty.
- l. Demonstrate clinical competency in site visit simulations as indicated in syllabus.
- m. Student may be required to visit to demonstrate clinical competency.

Roles and Responsibilities of BSN Completion Nursing Faculty

The faculty, in collaboration with the preceptor, will arrange clinical experiences to optimize the student's personal and professional development. Specifically, the faculty will:

- a. Identify clinical educational requirements and objectives with the faculty, preceptor, and student.
- b. Facilitate student, faculty, and preceptor orientation to the respective roles and responsibilities.
- c. Assess the adequacy of space and appropriateness of clients within the faculty's and preceptor's environment to ensure adequate student learning experiences and meeting learning objectives.
- d. Provide students with contact information for the faculty in their area.
- e. Respond to problems and concerns of faculty, preceptors, and students.
- f. Communicate periodically with preceptor and student about progress in meeting goals and devise new strategies for attaining goals if needed.
- g. Evaluate the student's clinical competency and meeting of clinical learning objectives through scheduled communication with preceptor and in consideration of the written preceptor feedback.
- h. Schedule site visits as needed.
- i. Evaluate the student's clinical competency via communication with student, faculty, preceptor, and through site visits as indicated.
- j. Facilitate the student-preceptor-faculty relationship through continual constructive feedback.
- k. Faculty reserve the right to require students to visit campus to demonstrate clinical competency.

