



Adult-Gerontology Acute Care Nurse Practitioner Concentration Preceptor Checklist

Your role as a preceptor is vital to the success of the student’s academic career and ultimately of the student’s own professional practice. We encourage you to reflect on the following responsibilities and expectations throughout the rotation to ensure you are helping the student fulfill all requirements.

1.	Review CON’s documents related to the clinical rotation, including welcome email, Guidelines for Preceptors, course syllabus, and Typhon Tips handout.	
2.	Confirm the rotation start date and time with student.	
3.	Orient student to your practice and teaching style as well as the clinical site and EMR if applicable.	
4.	Make introductions for the student as necessary to ensure your colleagues are aware of the rotation and are supportive.	
5.	Help student to:	
a.	Interpret laboratory and diagnostic tests.	
b.	Formulate actual diagnoses.	
c.	Predict iatrogenic complications.	
d.	Create a complex/multidisciplinary plan of care.	
e.	Accurately document in the health record.	
f.	Prescribe medications.	
g.	Adapt clinical guidelines for complex patients.	
h.	Select correct billing and coding charges.	
6.	Allow the student to assume responsibilities for carrying out all components of care and management.	
7.	Provide constructive feedback about the student’s performance and learning progression.	
8.	Complete CON’s evaluation forms providing responses that accurately reflect the student’s performance. Discuss evaluation(s) with student clarifying strengths and areas of improvement.	