

Roles of Nursing Faculty, Preceptors, and Students

Faculty/Department of Nursing Responsibilities	Student Responsibilities	Practice-Based Preceptor Responsibilities	External Clinical Faculty Responsibilities
<ol style="list-style-type: none"> 1. Collaborates with students to identify learning needs. 2. Collaborates with students to coordinate placement with available preceptor. 3. Negotiates clinical affiliation agreements with site. 4. Provides clinical agency/preceptors with course syllabus, student assignments, and evaluation forms. 5. Facilitates communication between faculty, students and preceptors. 6. Meets with student and preceptor as indicated. 7. Provides feedback to preceptors and students. 8. Evaluates preceptors and practice site for appropriateness of student learning. 9. Maintains responsibility for supervision, guidance, and evaluation of student learning experiences. 	<ol style="list-style-type: none"> 1. Dresses professionally in full uniform and have ID visible at all times. 2. Develops and communicates personal learning objectives for clinical, internship or externship experience. 3. Presents the Core Universal Clinical Skills Form to preceptor. 4. Completes all course assignments and objectives. 5. Meets with preceptor to discuss details and logistics of experience. 6. Seeks regular feedback from preceptor regarding activities and student progress. 7. Communicates and collaborates with preceptor regarding the provision of plans of care or the delivery of teaching/learning. 8. Follows the external clinical faculty's (specific to externships and internships) work schedule to fulfill required clinical hours. Any schedule changes or deviations must be directly communicated between student and external clinical faculty. 	<ol style="list-style-type: none"> 1. Negotiates with nursing faculty dates and times for student learning experiences. 2. Reviews course objectives and their achievability. 3. Serves as a host, sponsor, teacher, and role model for student. 4. Orients student to clinical agency. 5. Selects clients that assist students to meet learning objectives. 6. Supervises student actions and intervenes where appropriate to assist student to manage situations. Supervises student during all medication administration activities. 7. Provides learning experiences to meet objectives. Facilitates critical thinking/reasoning regarding planning and implementing plans. 8. Completes preceptor evaluation form at the end of experience and return to student in sealed and signed envelope. 9. Contact Longwood Nursing Faculty if there is any question regarding a student's performance or level of responsibility. 	<ol style="list-style-type: none"> 1. Reviews the External Clinical Faculty/Preceptor Handbook and seeks clarification for all concerns or uncertainties. 2. Signs the External Clinical Faculty Agreement and returns to nursing faculty. 3. Negotiates with nursing faculty dates and times for student learning experiences. 4. Reviews course objectives and their achievability. 5. Serves as a host, sponsor, teacher, and role model for student. 6. Orients student to clinical agency. 7. Selects clients that assist students to meet learning objectives. 8. Supervises student actions and intervenes where appropriate to assist student to manage situations. Supervises student during all medication administration activities. 9. Provides learning experiences to meet objectives. Facilitates critical thinking/reasoning regarding planning and implementing plans. 10. Evaluates student and complete clinical evaluation tool and return to nursing faculty. 11. Plans additional experiences on basis of evaluation. 12. Contact Longwood Nursing Faculty if there is any question regarding a student's performance or level of responsibility.