Being Clear and Present: The Preceptor’s Guide to Efficient and Effective Clinical Teaching

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• Introduction/Roadmap
  o Helping preceptors become more efficient and effective
  o The importance of being clear - articulating goals and expectations
    ▪ Mutually agreed upon by students and preceptors prior to clinical experience
  o The importance of being present - not just physically (required supervision), but also being engaged, invested, committed, etc., committing to the role of preceptor
  o Formally recognizing the role of preceptor - helping them feel valued
  o Prioritize efficient and immediate communication and feedback - positive and negative

• Group/Table Discussion
  o Goals/Expectations - Mutually agreed upon ahead of time, tied to performance grading
  o Reprimand/Constructive Feedback - Who/what/when/where/how
  o Praising/Positive Feedback - Why don’t we do this more?
  o Recognizing the Role of the Preceptor - Job description
  o Preceptor Development - More than just the annual preceptor workshop, develop them

• Compiled Quick Reference Guide - sent to attendees after the conference

• Conclusion/Wrap up/Summary

• Q/A

References:
Biagioli, FE, Chappelle, KG. How to be an efficient and effective preceptor; it is possible to do the important work of precepting students and still get home in time for dinner. Fam Pract Manag. 2010;3:18-21.


