

NTCC VN Program Preceptor Orientation and Agreement

Welcome

This guidebook serves as an orientation to policies and procedures for precepting NTCC student nurses in the clinical setting. Clinical preceptors are utilized to enhance clinical learning experiences after a student has received clinical and didactic instruction in all basic areas of nursing. The preceptor will play a vital role as a facilitator and resource person to the student during the clinical learning experience.

About our Program

Mission

The mission of NTCC nursing is to provide personal, dynamic learning experiences to facilitate excellence in nursing education to diverse populations.

Vision

To be the nursing program recognized for preparing compassionate, practice-ready nurses through an innovative and supportive learning environment, promoting clinical excellence, professionalism, and lifelong learning.

Code of Ethics for Nurses

The code of ethics was developed by the American Nurses Association as a guide for carrying out the responsibilities of professional nursing in a consistent ethical manner. This document addresses nurses' ethical responsibilities in interacting with clients, the community, other nurses, the profession, the environment, policy, and self. Please access this document and read through all the provisions and subcategories within these provisions. The Nursing Program at Northeast expects actions to be within the guidelines of this code. <https://codeofethics.ana.org/home>

Preceptor Orientation

Preceptor Agreement

The preceptor agreement is completed at the beginning of each clinical experience. The student will present the agreement's QR code and ask the preceptor to complete. A copy of the agreement is available on the NTCC.edu website or by emailing knewland@ntcc.edu

Preceptor Evaluation of Student

At the end of the clinical shift with the student, the preceptor will conduct an evaluation of the student's performance with the presented QR code. The Forms survey is done in confidence and without coercion from the student.

Student Evaluation of Preceptor

The student will complete an evaluation of the preceptor at the end of the clinical experience. Any concerns noted in the evaluation will be addressed with the facility's education coordinator and the preceptor's unit director.

Clinical Preceptor Responsibilities

1. Participate in a preceptor orientation.
2. Function as a role model in the clinical setting.
3. Facilitate learning activities for no more than two students during the clinical session.
4. Orient the student(s) to the clinical agency.
5. Guide, facilitate, supervise, and monitor the student in achieving the clinical objectives. Supervise the student's performance of skills and other nursing activities to ensure safe practice.
6. Collaborate with faculty to review the progress of the student toward meeting clinical learning objectives.
7. Provide direct feedback to the student regarding clinical performance.
8. Contact the faculty if assistance is needed or if any problem with student performance occurs.
9. Collaborate with the student and faculty to formulate a clinical schedule.
10. Discuss with faculty/student arrangements for appropriate coverage for supervision of the student should the preceptor be absent.
11. Give feedback to the nursing program regarding clinical experiences for students and suggestions for program development.

Nursing Education Program/Faculty Responsibilities

1. Ensure that preceptors meet qualifications in Rule 214.10 or Rule 215.10, as appropriate. It is recommended that the preceptor has been licensed and in practice for at least one year.
2. Ensure that there are written agreements which delineate the functions and responsibilities of the affiliating agency, clinical preceptor, nursing program, and student.
3. Ensure that clinical experiences using preceptors should usually occur only after the student has received applicable theory and clinical experiences necessary to safely provide care to clients (within course or curriculum), as appropriate.
4. Inform the preceptor of the skill level of the student to guide the preceptor's expectations of the student.
5. Orient both the student and the preceptor to the clinical experience.
6. Provide an orientation for the preceptor outlining the philosophy, curriculum, course, and clinical objectives of the nursing education program. Discuss student expectations, skills performance, student guidelines for performance of procedures, and methods of evaluation.
7. Approve the scheduling arrangement for the student and preceptor to assure availability of the faculty member when needed during the precepting experience.
8. Assume overall responsibility for teaching and evaluation of the student.
9. Assure student compliance with standards on immunization, screening, OSHA standards, CPR, and current liability insurance coverage, as appropriate.
10. Collaborate with the preceptor to ensure student learning needs are met through appropriate student assignments and clinical experiences.
11. Communicate assignments and other essential information to the agencies.
12. Meet regularly with the clinical preceptor and the student in order to monitor and evaluate the learning experience.
13. Monitor student progress through rounds, student clinical seminars, student- faculty-preceptor conferences and review of student clinical assignments.
14. Be readily available, e.g., telephone, pager or email for consultation when students are in the clinical area.
15. Receive feedback from the preceptor regarding student performance.
16. Provide feedback to preceptor regarding performance as preceptor and the clinical learning

experience.

17. Provide recognition to the preceptor for participation as a preceptor. Ex: adjunct faculty plaque, certificate.

Agency/Facility Responsibilities

1. Retain ultimate responsibility for the care of clients.
2. Retain responsibility for preceptor's salary, benefits, and liability.
3. Provide basic information about the agency's expectation of the preceptor experience to the program and nurses.
4. Interpret the preceptor program and expectations of students to other agency personnel who are not directly involved with preceptorship.

Student Responsibilities

1. Maintain open communications with the preceptor and faculty.
2. Maintain accountability for own learning activities.
3. Prepare for each clinical experience as needed.
4. Be accountable for own nursing actions while in the clinical setting.
5. Arrange for preceptor's supervision when performing procedures, as appropriate.
6. Contact faculty by telephone, pager or email if faculty assistance is necessary.
7. Respect the confidential nature of all information obtained during the clinical experience.
8. Adhere to safety principles and legal standards in the performance of nursing care.

Reference: Texas Board of Nursing, Education Guideline 3.8.3.a, Precepted Clinical Learning Experiences, Revised 07/10/2020. Retrieved from

https://www.bon.texas.gov/pdfs/education_pdfs/education_nursing_guidelines/3.8Clinical_Learning_Experiences/3-8-3-a.pdf on February 14, 2025

Vocational Nursing Clinical Learning Outcomes

The clinical learning outcomes (CLOs) for the Vocational Nursing (VN) programs are aligned with and mapped to the Texas Board of Nursing (TBON) Differentiated Essential Competencies (DECs) for Graduates of Texas Nursing Programs. The DECs provide the framework for the knowledge, clinical judgment, behaviors, and professional competencies expected of entry-level vocational. Clinical experiences and preceptor-guided learning activities are designed to facilitate the achievement of course-specific outcomes and support the development of competencies required for safe, effective, and evidence-based nursing practice.

After completion of the clinical course, students will be expected to:

1. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry. (DECs I.A, II.C, II.D, IV.A)
2. Demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. (DECs II.F, IV.A, IV.B)

Thank you for your commitment to fostering the next generation of nurses. Your dedication to the

profession and the student is a vital aspect of a caring nursing workforce.

Attestation

I have completed the NTCC Nurse Preceptor Orientation.

I understand that copies of the preceptor orientation guidebook and preceptor agreement are available to me at <https://ntcc.edu/academics/programs-study/health-sciences/nurse-science> and by request.

Student's First Name:	
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Student's Last Name:	
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Preceptor's Full Legal Name:	
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Preceptor's Nursing License State and Number:	
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Facility Name and Unit:	
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By typing my name in the space below, I electronically agree to uphold the responsibilities that are outlined within this agreement.

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