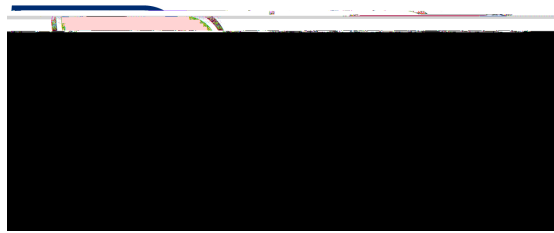


# Preceptor Handbook



University of Detroit Mercy  
McAuley School of Nursing

Nursing & Healthcare Leadership and Clinical Nurse Leader Nursing Graduate  
Programs (MSN/DNP)

2022-2023

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### **Preceptor Qualifications**

The Preceptor guides the student into the real world of advanced practice and allows the student to try new skills, gain confidence and validation. As a preceptor you will teach, coach, and role model for the student.

Preceptors will:

1. Have an advanced degree in nursing (Masters prepared).
2. Have an interest in working with nursing graduate students.
3. Be willing to devote the time to assist the student in meeting their clinical objectives.
4. Possess a thorough knowledge of the specific clinical site/agency/role.
5. Provide constructive feedback/assistance to student(s).
6. Meet with faculty and student at agreed upon times for feedback and evaluation.
7. Be willing to role model and act as clinical resource.
8. Maintain current knowledge base in clinical field of expertise.
9. Provides access to information and people.
10. Be respected by peers.

## **The Preceptor Role**

### The Preceptor: Crucial in Preparing Advanced Practice Nurses:

The preceptor guides the student into the real world of advanced practice and nursing leadership and allows the student to try new skills, gain confidence and validation. As a preceptor, you will teach, coach and role model. The faculty values your service as a preceptor and welcomes your recommendations for making the preceptor role more effective and satisfying.

### Issues in Precepting:

Some issues arise in precepting and defy easy answers. These issues recur in different forms with different students and different practice situations. When you face such issues, consult with the faculty member for advice about some of the approaches that have proven effective in the past.

- Time constraint. Time management becomes a problem when adding precepting responsibilities to your responsibilities in a busy practice. What can you do y eassyi (i)-2 n (yi (i)-2 n (yi

not available in the academic environment. The faculty will entertain your suggestions about meaningful, feasible rewards for your valued precepting services.

Benefits of Precepting:

1. The educational challenge of facilitating student learning in your area of expertise.
2. The satisfaction of providing a professional nursing role model to graduate level students in your field / setting.
3. Enhancement of the recruitment of MSN/DNP prepared registered nurses who have already initiated a working relationship with you and your organization.  
This could contribute to employment longevity and decrease orientation needs of a new employee.
4. Availability of the library and learning resource center materials of University of Detroit Mercy to use as needed.
5. Relevant information regarding various workshops scheduled on campus.
6. A source of professional references to enhance your professional vitae.



## **Preceptor Responsibilities**

### **Graduate Student Responsibilities**

#### **Clinical Improvement Experience, Internship Placement, and CNL Clinical Immersion Experience**

1. Follow all policies and procedures for admitted and current students in preparation for clinical experience including criminal background check, drug screening, health check, immunizations, and ACEMAPP requirements found on the [Policies, Procedures and Handbooks](#) webpage. Submit preceptor form for approval to NHL/CNL Program Coordinator.  
Arrange meeting with preceptor to review course requirements and objectives, competencies you would like to develop, and interest areas and ideas for projects and



## **Responsibilities of Preceptors, Graduate Students and Faculty**

### **Preceptor:**

1. Complete or p

## Preceptor Letter

Dear Preceptor:

On behalf of the graduate faculty of the McAuley School of Nursing, I would like to thank you for agreeing to serve as a Preceptor for one of our students. By definition, a Preceptor is an individual with advanced academic preparation and the appropriate experiential background to assist graduate students to meet internship goals and objectives. We believe that through the use of individuals, such as you, the School of Nursing exposes our graduate students to the most up-to-date models of advanced nursing practice. This preceptor manual and the course syllabus should provide you with the information you need as you precept this student.

Specific clinical hours are arranged jointly by the graduate student and the preceptor. Preceptors are expected to be present in the agency during the student's scheduled time.

The faculty member, preceptor, and student will formally confer virtually or at the clinical site at least one time during the semester. The student will present their proposed objectives, desired experiences, and project ideas with the preceptor and the faculty for discussion and advisement. Additional meetings will be scheduled at the request of any of the parties.

Although we will meet formally during the semester, you may need to contact me at other times. My phone number is (313 ) 993-1790. My email address is: [stockeju@udmercy.edu](mailto:stockeju@udmercy.edu). Please feel free to contact me at any time. Again, thank you for agreeing to serve as a Preceptor; I look forward to working with you.

Sincerely,

Julia Stocker Schneider, PhD, RN  
Associate Professor and Coordinator  
Nursing & Healthcare Leadership & Clinical Nurse Leader Programs

**NUR 5830 Preceptor Letter**

Dear;

Thank you for agreeing to serve as a preceptor for our graduate nursing leadership student, (insert student's name), and for allowing her to complete clinical hours for NUR