

Professional skill set for Preceptors

The Professional Skill Set has been developed to help those who are preceptors or who are preparing to undertake the role of preceptor. Individuals can use this assessment tool to plan, with their line manager and/or supervisor, their learning and development, to develop/enhance their competence as a preceptor.

1. Understand the concept of preceptorship and its positive influence on the preceptee		Please tick if achieved
1.1	Have an understanding of the concept of preceptorship	<input type="checkbox"/>
1.2	Have an ability to work within the scope of preceptorship	<input type="checkbox"/>
1.3	Be able to describe the purpose and process of preceptorship.	<input type="checkbox"/>
1.4	Have an understanding of the role of preceptors and preceptees in implementing preceptorship.	<input type="checkbox"/>
1.5	Identify how preceptorship can be used to enhance the confidence and competence of the preceptee.	<input type="checkbox"/>
1.6	Relate preceptorship to lifelong learning for preceptor and preceptee.	<input type="checkbox"/>

2. Manage the preceptorship process		Please tick if achieved
2.1	Plan and manage preceptorship sessions and demonstrate effective record keeping.	<input type="checkbox"/>
2.2	Establish the learning agreement and ground rules.	<input type="checkbox"/>
2.3	Work within the NMC Code (2015) and NMC Preceptorship guidelines (2006).	<input type="checkbox"/>
2.4	Manage concerns and any conflict arising in the preceptorship session.	<input type="checkbox"/>
2.5	Use facilitation skills to ensure appropriate engagement with the preceptee.	<input type="checkbox"/>
2.6	Facilitate preceptee to engage in critical reflection to develop confidence and enhance competence.	<input type="checkbox"/>
2.7	Facilitate the preceptee in creating appropriate action plans.	<input type="checkbox"/>
2.8	Critically evaluate own role as preceptor.	<input type="checkbox"/>

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3. Facilitate preceptee in engaging actively in development of his/her confidence and enhancement of competence		Please tick if achieved
3.1	Have an understanding of the context within which the preceptee practices in relation to legal, professional, organisational and personal accountability.	<input type="checkbox"/>
3.2	Facilitate preceptee in developing practice.	<input type="checkbox"/>
3.3	Use positive challenge to encourage the preceptee to reflect in and on practice.	<input type="checkbox"/>
3.4	Promote critical thinking and decision making, team working, leading and self-reliance in preceptee.	<input type="checkbox"/>
3.5	Facilitate preceptee in identifying and managing conflict.	<input type="checkbox"/>
3.6	Have the ability to motivate, support, and empower preceptee..	<input type="checkbox"/>
3.7	Facilitate preceptee in using problem solving techniques.	<input type="checkbox"/>