

Nurse Preceptor Academy

Session Topics, Objectives, Time Lengths

Program Topic	Program Objective	Program Length
Overview of the Preceptor Role	Examine the roles and responsibilities of a preceptor.	45 Minutes
Learning Needs and Goal Setting <i>Activity:</i> Critical Thinking	Describe the process to assess and meet the preceptee's learning needs.	55 Minutes
Workplace Socialization	Identify strategies to support the preceptee in the socialization process.	50 Minutes
Emotional Intelligence and Self-Awareness	Understand the possible impact of personality type on professional and personal relationships.	70 Minutes
Conflict Resolution <i>Activity:</i> Conflict Management/Critical Thinking	Discuss techniques to promote constructive communication between the new staff member and the preceptor.	90 Minutes
Evaluation and Feedback	Demonstrate how to provide effective and constructive feedback on performance.	75 Minutes
Human Resources Considerations	Discuss human resource and legal issues associated with precepting.	15 Minutes
Tips and Tools	Summarize the program and share practical pointers with the preceptors.	30 Minutes