



Dear Preceptor,

Thank you for agreeing to be a preceptor for a Mount Marty University nurse practitioner student during his/her clinical experience. We appreciate the strong partnerships that develop through these preceptorships. The faculty and students value your time and contribution to these experiences. As a thank you, you will be awarded access to the Fitzgerald clinical skills library for free continuing education credits based upon the number of clinical hours precepted. At the completion of this preceptorship, you will be sent a list of courses available from which you may choose.

The following information is included in this packet:

1. **Mount Marty University Graduate Nursing Program Preceptor Handbook**
2. **Course Syllabus** – Preceptors will be provided the course syllabus for the course the student is currently completing.
3. **Log of Completed Clinical Hours** – Preceptors must confirm and sign the student log of completed clinical hours daily. It is the student's responsibility to submit completed tracking logs to the university weekly and at the end of each rotation.

Clinical Objectives: Students will compile objectives for each clinical rotation. Students will review objectives with preceptors the first day of clinical. Preceptors will be asked to sign and students are responsible to submit to course faculty.

Mount Marty University offers a clinical orientation/reference web page to provide additional resources to preceptors. This can be found at: <https://www.mountmarty.edu/academics/majors-and-programs/graduate-nursing/preceptor-resources/>. The National Organization of Nurse Practitioner Faculty (NONPF) offers a free preceptor portal that is also included on the Mount Marty webpage and can be found at: https://www.nonpf.org/page/PreceptorPortal_main. Available resources include frequently asked questions for preceptor orientation, video vignettes for preceptors, and other related documents.

The graduate nursing student is responsible for contacting the preceptor to arrange a clinical schedule, planning learning activities by formulating goals, preparing for clinical experiences, and documenting and evaluating the progress toward goal achievement. Please reinforce timeliness and routine attendance for the student. Students should not rearrange their schedule frequently. We also expect professional appearance in accordance with your facility's dress code. Mount Marty University nurse practitioner students are required to wear their Mount Marty photo ID badges. Family Nurse Practitioner students are required to wear lab coats with the Mount Marty graduate nursing logo.

As part of the student's developing professional role, he/she will be evaluating the clinical rotation and preceptor experience. This process is intended to give constructive feedback to the health care institution and the preceptor, pointing out the strengths of the learning opportunities, and offering suggestions for future rotations.

Preceptors are encouraged to use their professional judgment in guiding the student in learning experiences. With each course, the nurse practitioner student will progress into more complex care management. You should expect continued growth in the student's skills.

Preceptors are strongly encouraged to keep anecdotal notes of the students' experiences for use in clinical evaluations. Preceptor feedback is used to determine the degree that course objectives are met. Preceptor evaluations for each student are completed at the end of each clinical rotation. An online evaluation tool will be provided to the preceptor via the university's clinical tracking system (Typhon). Please review the completed evaluation with your student during his/her last clinical week. Evaluations are signed and submitted to the university electronically.

Thank you for investing your time, energy, and expertise in Mount Marty University Graduate nursing students. Graduate nursing faculty will provide oversight for the clinical learning experiences. Faculty will complete this via clinical site evaluations, phone consultations and/or virtually mid-semester and as needed, each semester you are assisting the program. Faculty will be responsible for the final evaluation and student grade. Please feel free to contact the appropriate track/clinical coordinator at any time.

Sincerely,



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