**UPMC Precepting for Success: Course Agenda**

UPMC Presbyterian

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| 8:00 – 9:45 AM | Welcome   * Self-assessment activity * My Precepting Action Plan * Review of |  |
| 9:45 – 10:00 AM | *BREAK* |  |
| 10:00 – 11:30 AM | Core skills: how to coach and evaluate them  Levels of competence  Just Culture  Orientation documentation |  |
| 11:30 AM – 12:15 PM | *LUNCH* |  |
| 12:15 – 2:50 PM  *(includes break)* | Orientation Blueprint  Effective communication  Giving feedback/Crucial Conversations  Precepting challenges  Case studies: pulling it all together! |  |
| 2:50 PM | Wrap-up and adjournment |  |
| ***Thank you! Good Luck in your precepting!*** | | |

**Course Objectives:**

* Determine personal leadership style by completing self-evaluation activity
* Identify ways to support Preceptee within each aspect of the UPMC CARE MODEL (Connect, Actively Listen, Respond, Empathize)
* Identify roles and expectations of Preceptor, Preceptee, Manager and Educator
* Identify strategies for creating a positive learning environment
* Describe the UPMC orientation documentation process and tools specific to your facility
* Provide relevant, timely, specific feedback; document and share that evaluation according to the process specific to your facility
* Identify resources to help the preceptor address challenges related to the Preceptor role