**Precepting for Success: Course Agenda**

April 7, 2021

UPMC Altoona

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| Welcome  Self-assessment activity  My Precepting Action Plan  Introduction to Preceptor Role  Defining Roles and Expectations: Orientee/Preceptee, Preceptor, Manager, Educator/Support  Critical Thinking  Problem Recognition, Management and Resolution  Just Culture  Documentation: capturing evidence of competence and progress  Effective Communication and Feedback  Crucial Conversations  Practicing Feedback  Wrap Up: Next Steps/Career Ladder |

**Course Objectives:**

* Determine personal precepting style by completing self-evaluation activity
* Identify ways to support the Preceptee throughout the precepted experience, beginning with use of AIDET + Promise
* Identify roles and expectations of Preceptor, Preceptee, Unit Leadership Team, 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