Clinical Faculty Responsibilities

- Send the students’ approved preceptors an email using the Clinical Faculty Email to Preceptor template.
- Send the students an email using the Clinical Faculty Email to Student template.
- Include your contact information on the course syllabus.
- Be available to students and preceptors. Information regarding availability should be provided to students and preceptors at the beginning of the semester and included on the course syllabus.
- Collaborate with students and preceptors regarding development of specific learning goals.
- Communicate with students regarding clinical experiences and progress via emails, phone, in-person, and/or video conferencing.
- Ensure the WAC three point of contacts are completed and uploaded to the LMS.
- Notify the student promptly if problems with the clinical practicum experience are identified (e.g. inadequate numbers or types of patients to meet the clinical course objectives).
- Evaluate student competencies in the clinical site to ensure optimal care and adherence to program and agency expectations, guidelines, and standards.
- Notify student and paired GU Faculty Member as early as possible in the case of at-risk or unsatisfactory clinical performance.
- In the case of at-risk or unsatisfactory clinical performance document, in collaboration with the preceptor, specific deficiencies and establish a defined plan for remediation using the Performance Improvement Plan Contract.
  - Meet with the student to review the plan.
  - Provide a copy of the contract to the student, the preceptor, the paired GU Faculty Member, and the student advisor.
- Facilitate faculty/student/preceptor problem-solving when necessary, communicating with the paired GU Faculty Member as appropriate.
- Review clinic note. Evaluate, score, and provide feedback on all SOAP notes and clinical assignments. Input these scores into LMS (Blackboard, Canvas).
- Complete the following evaluations:
  - Faculty Evaluation of NP Student Clinical Performance
  - Faculty Evaluation of Preceptor
  - Faculty Evaluation of Clinical Site
- Ensure recognition of preceptors at the end of each semester in cooperation with the clinical placement coordinator.