

*Curriculum Requirement for Clinical
Preceptorship Course*

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Curriculum Requirements for Clinical Preceptorship (CP) Course

The guideline for the curriculum accreditation of the CP Course is developed by the National Nursing Academy (NNA) to ensure standards for student supervision and assessment are adopted in the design and implementation of the course.

NAME OF INSTITUTION

XXXXX

TITLE OF COURSE

Clinical Preceptorship (CP) Course

TITLE OF CERTIFICATE AWARD

Certificate of Competence

COURSE COORDINATOR

The course is led by a qualified Registered Nurse (RN).

CURRICULUM PLANNING COMMITTEE

Curriculum to be developed by Nurse Educator(s) in collaboration with Nurse Clinicians/Clinical Instructors, Nurse Managers and Clinical Facilitators from Nursing Schools.

NEED FOR THE COURSE

The CP Course aims to empower nurses with the requisite knowledge, skills, and attitude for effective clinical supervision for pre-registration or pre-enrolment students.

DURATION OF THE COURSE:

Theoretical component:	10 hours (Includes the use of e-learning/blended approach)
Clinical component:	2 hours <i>*Within 2 weeks on the job practice and self-assessment of competence using a workplace-based assessment tool or equivalent</i>
Total:	12 hours

TARGET GROUP OF LEARNERS

Nurses, with a minimum of 2 years' clinical experience and are competent in practice (stipulated in SNB Standards for Clinical Education 2022)

NB: RNs are expected to "Participate in the teaching and learning roles of peers, nursing students and junior nurses" (SNB Core Competencies for the RN [2022]). ENs are expected to "Engage in continuing professional development activities of self, nursing students and ancillary care staff to maintain competency in areas of practice" (SNB Core Competencies for the EN [2022])

ENTRY REQUIREMENT

This course is targeted at nurses who meet any one of the following criteria:

- Registered and/or Enrolled nurses working in the clinical setting
- Minimum of two years' clinical experience

OVERVIEW OF THE COURSE

This course aims to provide participants with the essential knowledge, skills, and attitude for the role of a clinical preceptor for nursing students from pre-registration or pre-enrolment courses.

AIM OF THE COURSE

This course aims to prepare and develop nurses for their role in welcoming, integrating supervising, facilitating, and assessing nursing students into the team and place of work.

EXPECTED LEARNING OUTCOMES OF THE COURSE

Upon completion of this course, the participants will be able to:

1. Discuss the role and responsibilities of a clinical preceptor
2. Describe the adult learning approach
3. Communicate supportive and constructive feedback
4. Act as professional role models in clinical practice
5. Reflect on the quality of all aspects of one's preceptorship role

CORE CONTENTS

- 1) Principles of preceptorship: roles and responsibilities of a clinical preceptor
- 2) Adult learning principles and learning styles
- 3) Principles & best practices in clinical supervision and assessment
- 4) Effective communication skills
- 5) Communicating supportive constructive feedback
- 6) Evaluation of clinical education and learning environment

COURSE STRUCTURE

S/N	Title	Face-to face, e-learning & practical/hand-on learning approaches	Clinical Practicum (hrs)
1	Principles of preceptorship: roles and responsibilities of a Clinical Preceptor		
2	Adult learning principles and learning styles		
3	Principles & best practices in clinical supervision and assessment (<i>facilitated by the school</i>)		
4	Effective communication skills & giving feedback		
5	Skill Practice: Conduct a session		
Theoretical component		10	
Clinical component (self-assessment)			2
TOTAL HOURS		12	

TEACHING AND LEARNING STRATEGIES

Adult learning principles and blended approaches

A variety of teaching and learning methods, including tutorials, classroom and small group discussions/brain storming, role-plays, simulation-based learning, web-based learning, and on-the-job practice

ASSESSMENT METHODOLOGY AND WEIGHTAGE

The respective components of assessment for nurses comprise of:

Assessment Methodology	Assessment Format
Theory assessment	Q&A Online quiz
Skill Performance and Competency (a) Skill practice (in class or video) (b) Self-assessment	(a) Preceptor Evaluation Session (b) Preceptor Self Evaluation To be done within 2 weeks using the preceptor evaluation form

Institution to use their own preceptor evaluation checklist using the given template as a guide.

COURSE EVALUATION

The course coordinator will review the contents every year (or as necessary) to update the curriculum, course materials (includes eLearning materials), theory test and clinical competency checklist.

HOD of Nursing Education will be provided with the course evaluation done by participants that is reviewed and endorsed for course continuous improvement.

PHYSICAL FACILITIES

The theory sessions could be conducted in a venue with lecture-style setup or completed by e-learning prior to the practical sessions.

The practical sessions are conducted in appropriate facilities.

REFERENCES

Singapore Nursing Board (SNB). Core Competencies and Generic Skills of Registered Nurse Singapore: SNB (2022)

Singapore Nursing Board (SNB). Core Competencies and Generic Skills of Enrolled Nurse Singapore: SNB (2022)

Singapore Nursing Board (SNB) Standards for Clinical Nursing Education. Singapore: SNB (2022)

Nursing and Midwifery Council (NMC) Principles of Preceptorship. UK: NMC (2020)

<https://safe.menlosecurity.com/https://www.nmc.org.uk/standards/guidance/preceptorship/>

Sample**PRECEPTOR SELF- EVALUATION FORM**

Name of Preceptor: _____

Date of Evaluation: _____

Preceptor Performance Criteria	Assessment (insert a √)		
	Met	Need further guidance/practice	Remarks
Demonstrate knowledge, clinical competency, and reasoning skills			
Organised, prepared and efficient in the precepting role			
Utilise teaching approaches according to the learning styles of preceptee.			
Demonstrate professionalism, non-judgmental and provide a safe learning environment			
Provide direct and indirect supervision of preceptee to ensure client and student safety			
Encourage critical thinking			
Establish clear expectations, and provides timely, specific and constructive feedback.			
Encourage deep learning through discussion and questioning			
Offer an appropriate suggestion for improvement			
Facilitates the achievement of preceptee/students' learning outcomes			
Strength/s:			
Area/s for Improvement:			

Validation by Nursing Supervisor (Nurse Manager/Clinical Instructor/Nurse Educator)

Name / Designation: _____ Signature: _____