

The Christie  
School of Oncology



# Preceptorship

## The Christie NHS Foundation Trust

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Clinical Skills Training Manager




## Aim of session

Share preceptorship process used at  
The Christie NHS Foundation Trust  
with delegates across the North West

# Preceptorship Policy

- Reviewed 2 yearly
- Endorsed and ratified
- Clearly defined purpose
- Scope of staff applicable to
- Duties of staff
- Preceptorship process
- Documentation
- Training for preceptors
- Monitoring
- Funding support for preceptorship



The Christie **NHS**  
NHS Foundation Trust

**PRECEPTORSHIP FOR NON MEDICAL HEALTH CARE PROFESSIONALS POLICY**

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Accountable Committee:	Education and Training Committee & School of Oncology Board	Date Approved:	22.7.2014
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Date issued:	August 2014	Review date:	July 2016
Target audience:	SafDs newly registered Non Medical Healthcare professionals	Equality Impact Assessment:	June 2011

**Key points**

- How newly registered non medical healthcare professionals and any registrant returning to work after a prolonged period out of the profession access preceptorship
- How preceptors are selected and prepared for their role
- How newly registered non medical healthcare professionals and returning registrants will be supported during first months in post

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Preceptorship for Non Medical Health Care Professionals Policy July 2014



## Clearly defined purpose

- Ensure a formal and standardised approach to supporting the transition of newly registered healthcare practitioners across the non medical professions or those returning to work after a prolonged period out of the profession.
- Define processes that must be followed to ensure consistency and equity of access to high quality preceptorship support for all newly registered healthcare professionals.



## Scope

- Registered Nurses
- Radiographers
- Physiotherapists
- Occupational Therapists
- Pharmacists
- Health Care Scientists
- Dieticians
- Speech and Language Therapists



# Organisational wide lead for preceptorship

- School of Oncology
- Clinical Skills Training Manager
- Policy author and reviewer
- Raising awareness of policy and processes trust wide
- Provide training for preceptors
- Conduct annual audit
- Produce results and subsequent action plan and report to Education and Training Committee bi-annual



## Preceptorship process

- Line managers responsible for identifying all staff who require preceptorship
- Ensure a six month preceptorship period for all new registrants
- Allocate a preceptor, ensure they are prepared for the role and support them to monitor the progress of the new registrant
- Responsible for developing locally identified objectives
- Responsible for ensuring the preceptorship framework is followed and the preceptorship record is completed



# Documentation

## Preceptorship Record

- What is it?
- Definitions
- Attributes of an effective preceptor
- Preceptorship Framework
- Getting started
- Personal development action planning
- Self assessment tools
- Reflection
- Learning and development activities
- Preceptorship meeting record
- Job description
- Locally identified objectives
- Completion of preceptorship document

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# Preceptorship Record

For newly registered practitioners

Name: \_\_\_\_\_

Place of Work: \_\_\_\_\_

Date Preceptorship Commenced: \_\_\_\_\_

Name of Preceptor: \_\_\_\_\_





## Internal quality monitoring systems

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- Number of newly registered practitioners accessing preceptorship
- Time taken to progress newly registered practitioners through programme
- Retention rates for newly registered practitioners



## Training for preceptors

- Monthly sessions
- Effective preceptor
- Bespoke sessions
- Define preceptorship
- Preceptorship policy and process
- Roles and responsibilities
- Attributes of an effective preceptor
- Preceptorship Framework
- Getting started
- Preceptorship Record





# Training programme for preceptee

- Introduction to Chemotherapy
- Introduction to Radiotherapy
- Palliative Care
- Oncological Emergencies
- Surgical Oncology
- Clinical Skills Training
- Communication Skills
- Essential Training



# Developments

## Preceptor Database

- Selected by manager
- Demonstrate attributes
- Attend training
- Inform Clinical Skills Training Team if they leave the trust

Database of Preceptors		
Area	Preceptor	Effective Preceptor
Ward 1	A. N. Other	
	A. N. Other	Booked on November 2015
Ward 10	A. N. Other	Yes
Ward 11	A. N. Other	
ORTC	A. N. Other	
CTU	A. N. Other	Yes
	A. N. Other	Yes
Palatine Ward	A. N. Other	
	A. N. Other	
	A. N. Other	
Radiotherapy	A. N. Other	Yes
	A. N. Other	Yes
	A. N. Other	Yes
	A. N. Other	Yes
	A. N. Other	Yes
	A. N. Other	Yes
	A. N. Other	
Radiotherapy at Oldham	A. N. Other	Yes
Pharmacy	A. N. Other	
	A. N. Other	
Occupational Therapy	A. N. Other	
Nights		
Endocrine Unit	A. N. Other	
Surgical Theatre	A. N. Other	

# Developments

## Preceptorship tracker

	A	B	C	D	E	F	G	H	I	J	
1	Start da	First Nam	Last Nam	Department	Preceptor	Manager	Clinical Skills Train	Position Title	Initial interv	5 Week Aler	9 We
2	13-Apr-15							Registered Nurse	13-Apr-2015	18-May-2015	15-Jun
3	20-Apr-15							Registered Nurse	20-Apr-2015	25-May-2015	22-Jun
4	14-Sep-15							Registered Nurse	14-Sep-2015	19-Oct-2015	16-Nov
5	22-Sep-15							Registered Nurse	22-Sep-2015	27-Oct-2015	24-No
6	22-Feb-15							Registered Nurse	22-Feb-2015	29-Mar-2015	26-Apr
7	05-May-15							Registered Nurse	05-May-15	09-Jun-2015	07-Jul
8	13-Mar-15							Registered Nurse	13-Mar-2015	17-Apr-2015	15-Mar
9	10-Jun-15							Registered Nurse	10-Jun-2015	15-Jul-2015	12-Aug
10	17-Aug-15							Pharmacist	17-Aug-2015	21-Sep-2015	19-Oct
11	06-Apr-15							Physiotherapist	06-Apr-2015	11-May-2015	08-Jun



# Next steps

## Evaluation Tool

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- Evaluate effectiveness of preceptorship
- Impact on patient care
- Clinical Skills Team attended
- Demystifying evaluation masterclass
- Develop evaluation tool





# Any Questions





# References

- Preceptorship Framework for Newly Registered Nurses, Midwives and Allied Health Professionals (DH, 2010)
- Protecting the NHS Investment; Supporting the Preceptorship of Newly Qualified staff (NHSNW, 2009)
- Preceptorship for Non Medical Health Care Professionals Policy (The Christie NHS Foundation Trust V3)