



CMFT Preceptorship Charter

The Charter demonstrates the Trust's commitment to providing an equal opportunity for all newly registered clinical practitioners (Band 5 and above) to participate in the Multiprofessional Preceptorship Programme

Preceptorship Pledges	Expectations of all Preceptees
Ensure all preceptees within CMFT are welcomed to and fully informed about the Trust Preceptorship Programme	Attend and participate in the preceptorship induction session on second day of Trust induction
Provide all preceptees within CMFT with a named and appropriately qualified/suitably prepared preceptor within one week of employment in clinical area	Actively engage and formally meet with named preceptor to identify learning outcomes and complete Preceptorship Agreement Escalate concerns about lack of named preceptor and/or meeting to line manager, Education team or Preceptorship team at end of first week in clinical area.
Offer a supportive clinical working environment with opportunities for preceptee to develop clinical skills, competence and confidence as a practitioner Provide regular, timely and constructive feedback about the preceptee's performance on an ad hoc and formal basis Provide monthly development meetings between preceptee and preceptor with protected time of up to two hours per month Provide 6 and 12 month review meetings with Preceptor Preceptor and preceptee to work together for a minimum of 1 day/shift per month	Actively pursue opportunities to work with preceptor Participate in divisional/local induction Actively engage in formal and informal clinical skills training and learning opportunities Plan, prepare for and actively engage in regular meetings with preceptor and display an openness to change on a personal and professional level Escalate concerns about lack of support or regular meetings to line manager, Education team or Preceptorship team at earliest opportunity
Provide opportunities for acquisition and development of personal and professional skills through a structured programme of interprofessional learning activities	Complete Preceptorship e-learning by end of Month 4 of the programme Attend all mandatory preceptorship workshops, provide study day dates to preceptor/line manager as soon as they are received to enable sessions to be accommodated within rota system Contact Preceptorship team if unable to attend workshop to arrange alternative date
Provide a range of services to support preceptees during the Preceptorship Programme within and independent of the workplace	Utilise support services on offer e.g. Preceptor, Education team, Preceptorship webpages, twitter feed, Preceptorship Facilitators, orange lanyard
Offer appropriate tangible resources to enable participation in and completion of the Preceptorship Development Programme	Complete all relevant paperwork pertaining to the programme, with preceptor where appropriate. Ensure preceptee handbook is signed by facilitator for each workshop attended Return signed copy of "Successful Completion of Preceptorship Development Programme Statement" to the Preceptorship team as soon as signed by Preceptor and Manager
Respond to feedback from preceptees on the implementation and quality of the programme to make improvements	Participate in preceptorship programme evaluation activities so that improvements can be made