


Policy

	Title:	Preceptor		
	Author:		Effective:	September 1, 2024
	Supersedes:		Revised:	August, 2024
	Authorized By:	Dr. John Pacini DO	Date:	September 9, 2024

Purpose

Provide for evaluating patient care skill performance, teamwork, and compliance with SOP.

Goal

1. Maintain and encourage high patient care quality expectations.
2. Evaluate Prehospital medical care performance.
3. Document medical care performance for review.

Definitions

1. *Agency* is defined as: any organization, public or private, that employs personnel (whether compensated or not) approved by MWLC EMSS for the purpose of providing emergency medical services.
2. *EMS Personnel, or Provider* is defined as: persons licensed as an Emergency Medical Technician (EMT), Emergency Medical Technician-Intermediate (EMT-I), Advanced Emergency Medical Technician (A-EMT), Paramedic, Emergency Communications Registered Nurse (ECRN), or Pre-Hospital Registered Nurse (PHRN). (as defined in the Illinois Administrative Code, 77 Ill. Adm. Code 515)
3. *EMS System Coordinator, or EMS Coordinator* is defined as: the individual responsible to the EMS Medical Director for coordination of the educational and functional aspects of the MWLC EMSS Program. (as defined in the Illinois Administrative Code, 77 Ill. Adm. Code 515)
4. *IDPH* is defined as: the Illinois Department of Public Health.
5. *Lead Preceptor* is defined as: EMS Personnel recognized and approved by MWLC EMSS to provide as a primary resource for quality assurance, mentoring, and performance evaluations for prehospital clinical performance. Lead preceptors shall serve as a resource, role model, and mentor to prehospital preceptors, students, and licensed EMS Personnel while demonstrating critical thinking in SOP, leadership, and skill proficiency.
6. *MWLC EMSS* is defined as: the McHenry Western Lake County Emergency Medical Services System.

7. *Preceptor* is defined as: EMS Personnel, registered nurses, physicians, respiratory therapists, anesthesiologists, or other subject matter experts recognized and approved by MWLC EMSS to supervise and/or evaluate patient care performance. Preceptors shall be authorized to provide patient care in the clinical setting in which they are supervising and/or evaluating others. Preceptors shall be licensed at a level commensurate or exceeding those they supervise and/or evaluate. Preceptors shall serve as a resource, role model, and mentor while demonstrating critical thinking in SOP, leadership, and skill proficiency.
8. *SOP* is defined as: Region IX MWLC EMSS Standard Operating Procedures.

Procedures

Preceptors serve to facilitate:

1. Supervision and educational support for students and others assigned to them.
2. Organization and dissemination of evaluations to Lead Preceptors.
3. Schedule regular feedback meetings to Lead Preceptors and those being supervised to encourage:
 - a. professional success in providing quality emergency medical care.
 - b. maintaining the best possible learning environment.

EMS Personnel wishing to apply for the role of Preceptor must:

1. Be in good standing with MWLC EMSS.
2. Hold a current Illinois license.
3. Have experience in MWLC EMSS practicing for a minimum of one year.
4. Submit an application to the EMS Coordinator. The Preceptor application is located in the MWLC EMSS Policy Appendix. Information required includes:
 - a. Name, email address, and phone number.
 - b. MWLC EMSS agency affiliation.
 - c. Recommendation from agency leadership.
 - d. Interest statement committing to the requirements and duties of a Preceptor.
 - e. Any questions related to the expectations for performance for discussion.

Preceptor requirements:

1. Obtain acceptance from MWLC EMSS EMS Coordinator for entry into training program.
2. Obtain agency leadership commitment to support Preceptor roles and responsibilities. Preceptors shall operate with an agency assigned Lead Preceptor.
3. Successfully complete a MWLC EMSS Preceptor program orientation.
4. Meet role and responsibility requirements as presented in the MWLC EMSS Preceptor program.
5. Successfully complete a MWLC EMSS Preceptor refresher every two years or more often if changes in practice or field internship processes have occurred.