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|  | Preceptor Application  University of Louisiana Monroe  School of Pharmacy  Please visit our website at [www.ulm.edu/pharmacy](http://www.ulm.edu/pharmacy%20) |

**Personal Information**

Name: ­­­­­­­­­­­­

Address:

Daytime Phone:

Fax:

Email Address:

License Number:

Title:

Number of years practicing as a licensed pharmacist:

**Practice Site Information**

Name of Practice Location:

Address of Practice Location:

Phone Number:

Practice Site Pharmacy Permit Number:

Direct Supervisors Name:

**Professional Education**

Year Completed, Degree, Institution



**Post Graduate Training (Residencies, Fellowships, etc.)**

Year Completed, Type of Residency, Institution

1.

2.

Prior precepting or teaching experience: (List any teaching experience such as classes taught, lecture/in-services/seminars/workshops and presentations given. Describe the nature of the preceptorship and number of students precepted.)

**Professional Organizations**

List the professional organizations to which you belong:

**Professional Practice**

1. Select your current practice setting:

* Community
* Institutional
* Ambulatory care clinic
* Acute care inpatient
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. I am interested in precepting:

* Introductory Pharmacy Practice Experience (IPPE) students only (second and third year students)
* Advanced Pharmacy Practice Experience (APPE) students only (fourth year students)
* Both IPPE and APPE students

3. Provide a description of a typical day in your practice setting and provide some learning objectives that students will achieve at your practice site.

4. Describe the type of direct patient interaction you have in the course of your usual practice. How much time do you spend each week in face-to-face direct patient care?

5. What do you feel are your personal strengths that make you a good preceptor?

6. What are the strengths that make your site a good training site for pharmacy students?

7. Have you completed any preceptor specific training or continuing education?

8. How can the University of Louisiana at Monroe School of Pharmacy help you and your site become an exceptional pharmacy student-training site? (Be Specific)

**Preceptor Expectations**

Please read each statement below so you understand the expectations of the preceptor:

* The preceptor should be aware that his/her relationship with the student is one of student-teacher rather than employer-employee, or co-worker.
* The student-teacher relationship must be built on mutual respect, trust, communication and understanding.
* The preceptor is responsible for the professional and legal supervision of the student during the experience.
* The preceptor should instill in the student the principles of professional ethics.
* The student should be given a thorough orientation to the site early in the rotation to facilitate a smooth transition into the site and optimize the use of available resources.
* The preceptor should review the learning objectives and activities for the experience as outlined in the syllabus.
* The preceptor should explain to the student his/her expectations, particularly in the areas of dress, conduct, scheduling of hours, and general characteristics of practice.
* The preceptor should afford the student the time and patience needed for an optimal learning experience.
* The preceptor should not assume the student’s level of competence but should determine it by reviewing the student’s profile, discussing previous experiences with the student, and observing performance of basic skills.
* The preceptor should expose the student to all aspects of practice consistent with the student’s ability, needs, and interests as determined by the preceptor and guided by the course syllabi.
* The preceptor, in consultation with the student, should establish a mutually-agreeable schedule of students activities for the experience. If the schedule includes experiences with other practitioners, the preceptor should clearly communicate with these individuals and make arrangements for introductions, time and place to meet.
* The preceptor should provide ongoing feedback to identify activities and skills that are performed successfully and those that need improvement. Develop a plan for improving in areas as needed.
* Criticism should be constructive and conveyed to the student privately whenever possible.
* The preceptor should familiarize all personnel with the experiential program objectives to avoid misunderstanding and confusion about the student’s role during the experience.
* The preceptor shall complete a mid-point and final evaluation as required by the School in a timely, accurate, and objective manner. The preceptor shall review each evaluation with the student.

**I agree to all the terms above.**

**Statement of Moral Character**

The School of Pharmacy will only use pharmacist preceptors who are of high moral character. A preceptor who provides false or incomplete information maybe dismissed from the program. Suspension or dismissal from the preceptor program may occur as a result of the investigation of, arrest for, or conviction of a criminal offense.

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| Has your license to practice pharmacy ever been restricted or denied? | Yes No |
| Have you ever been investigated for or convicted of a criminal offense? | Yes No |
| Have you ever been advised by any agency that you were under investigation for the violation of a pharmacy law/regulation? | Yes No |
| Has your license to practice pharmacy ever been suspended or revoked? | Yes No |

If the answer to any of the above questions is “Yes”, please provide an explanation.

**I certify that the information recorded on my preceptor application is correct to the best of my knowledge. Should change occur, I will notify the Office of Experiential Education in writing within (15) days of such a change.**

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(Signature) (Date)