



## QUICK REFERENCE GUIDE FOR PRECEPTORS

### NURSING CLINICAL PLACEMENTS

#### HEALTH SCIENCE PLACEMENT NETWORK (HSPNET)

All nursing placements in Saskatchewan are tracked in a system called the Health Sciences Placement Network (HSPnet).

If you have been assigned as Preceptor to one or more upcoming clinical placements you will be contacted by the program to receive additional information about curriculum requirements, evaluation processes, and important contact information. Your student(s) will also contact you to confirm start date and work schedule.

To facilitate this communication, you will be asked to provide current contact information that can be shared with the program and the student.

**Important:** Your contact information should include an email and/or phone number you access regularly. You may be asked for this information each time you are assigned as Preceptor to a new placement as this will help ensure the program and the student receive information that is current.

#### RESPONSIBILITIES OF PRECEPTORS

Responsibilities and expectations of Preceptors include:

- Review the information provided by the program and the student regarding curriculum requirements and the student's own learning goals
- Provide the student with orientation to the unit/program/service at the start of the placement
- Throughout the placement, direct, supervise, and mentor the assigned student(s), guide the selection of learning experiences in relation to program requirements and the student's own learning goals, provide feedback to the student and input into the formal evaluation of student performance

## RESOURCES FOR SASKATCHEWAN PRECEPTORS

- The *Preceptor Education and Support in Saskatchewan* website contains information about being or becoming a preceptor, self-directed learning modules, and other resources that may be of interest – learn more at [www.saskpreceptors.ca](http://www.saskpreceptors.ca)
- The *Growing Nurses of Tomorrow Preceptor Workshop*® is offered collaboratively by Saskatchewan Polytechnic, University of Regina and University of Saskatchewan nursing programs. See the News and Events section of the [www.saskpreceptors.ca](http://www.saskpreceptors.ca) website for upcoming dates and locations and talk to your manager if you are interested in attending an upcoming workshop.
- The *Saskatchewan Health Information Resources Partnership* (SHIRP) is an online library of health and medical resources available to all health practitioners in Saskatchewan. The Nursing Resource Centre Plus (NRC Plus), available through SHIRP, contains a number of continuing education modules related to preceptoring. Access NRC Plus and other SHIRP resources at <http://shirp.usask.ca>

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This Quick Reference Guide was developed by a working group, led by the Clinical Learning and Interprofessional Practice (CLIPP) unit, comprised of representatives of the following organizations: Carlton Trail College (Practical Nursing program), Saskatchewan Polytechnic Institute (Practical Nursing and SCBScN programs), University of Saskatchewan (BSN and Post-Degree BSN programs), Heartland Health Region, Regina Qu'Appelle Health Region, Sun Country Health Region, Sunrise Health Region.

A copy of this and all related Quick Reference Guides can be found at [www.clippunit.ca](http://www.clippunit.ca)