Charter between preceptor and preceptee

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| Preceptee | |
| I understand that my responsibilities as a newly registered practitioner and preceptee include:   * Completing the organisation’s induction, local induction, statutory training and mandatory training * Attending study days and all required learning and development to complete my preceptorship * Observing and adhering to organisation values * Participating fully in the preceptorship programme by preparing for and attending meetings as scheduled with my preceptor * Working collaboratively with my preceptor to share my reflections and identify learning and development needs * Seeking feedback from others to inform my progress * Owning my learning and development plan. | |
| **Name:** | **Signature:** |
| **Work area:** | **Date:** |
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| Preceptor | |
| I understand that my responsibilities as a preceptor include:   * Providing support and guidance to the newly registered practitioner * Acting as a role model and professional friend * Facilitating introductions and promoting good working relationships * Participating in all preceptorship activities including attending required training, and facilitating and documenting regular scheduled meetings * Providing timely and appropriate feedback to the preceptee * Liaising with manager about the preceptee’s progress as appropriate * Advising on learning and development needs, facilitating a supportive learning environment and signposting learning resources * Completing and continuing my development as a preceptor. | |
| **Name:** | **Signature:** |
| **Work area:** | **Date:** |