Charter between preceptor and preceptee

|  |
| --- |
| Preceptee |
| I understand that my responsibilities as a newly registered practitioner andpreceptee 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:** |
|  |  |
| 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:** |