

# The Effective Preceptor Handbook *for* Nurses

The pocket companion for effective preceptors



DEANA SWIHART PhD, DMN, MSA, APN CS, RN-BC

# Nurse Preceptor Workbook

**Beth Heuer, Cynthia A. Danford**

A red circular graphic with a gradient, appearing as a stylized arrow or a partial circle, located to the right of the authors' names.

## **Nurse Preceptor Workbook:**

**Advance Practice Nurse Preceptor Workbook** Bette Case,1999      **The Nurse Preceptor Toolkit - E-Book** Beth Heuer,Cynthia A. Danford,2024-06-25 Develop the skills necessary for precepting RN and APRN students and new orientees The Nurse Preceptor Toolkit is written by and for RN and APRN clinicians and faculty members from a variety of levels specialties and settings Using real life examples and practical tips this comprehensive resource answers the questions preceptors often ask when interacting with students of all levels as well as new orientees Within its pages you ll find everything you need to develop and solidify the clinical teaching skills essential to becoming an effective preceptor This completely new book serves as a comprehensive resource for precepting both RN and APRN students and new orientees Coverage addresses questions preceptors have asked when interacting with students of all levels as well as with new orientees Content is written by and for RN and APRN clinicians and faculty members from a variety of levels specialties and settings Real life examples and practical tips guide the development and solidification of the clinical teaching skills needed to become an effective preceptor Coverage of essential precepting topics includes effective communication flexibility time management skills providing feedback and support an understanding of different adult learning styles and the ability to confidently evaluate student knowledge and competencies Chapter objectives serve as advance organizers to help prepare you for the content that follows Exemplars model excellence in clinical precepting through contributor authored stories of successful faculty preceptor learner partnerships related to the content of each chapter Boxes highlight tips from successful preceptors Appendices provide ready to use tools to enhance the preceptor learner experience      *The Role of the Preceptor* Jean Pieri Flynn,Madonna C. Stack,2006 This book contains two new chapters on preceptorship in home care settings and distance learning programs It exemplifies the second edition of this how to guide for nursing faculty and clinicians Flynn and Stack provide a useful and easy to follow framework for not only developing and implementing preceptor programs but also for learning how to precept students and facilitate the development of nursing expertise in both preceptors and preceptees This second edition includes information on precepting mentoring and teaching a model preceptor program which includes charts tables and a special section on internships residencies and mentoring in the nursing program Overall the concept of how preceptorship aids in nursing education is shown throughout this book Provided by the Publisher      *Fast Facts for the Nurse Preceptor* Maggie Ciocco,2015-09-17 Dedicated and competent nurse preceptors are vital to the success of health care organizations and to the retention of nurses in the profession Yet clinical teaching and supervision is a skill that must be developed a knowledgeable and experienced practitioner does not automatically become a successful nurse preceptor This pithy reference guide for nurses in the preceptor role is brimming with information about how to successfully educate protect socialize and evaluate nurses transitioning into a new environment In an easy access bulleted format this resource helps preceptors to establish clinical objectives execute evaluation and feedback techniques identify role responsibilities

develop positive communication skills and develop effective teaching learning strategies The guide addresses the qualities of a good preceptor communication and delegation skills and the importance of evidence based practice for the preceptor role It discusses how to prepare new nurses for the reality shock of entering a new arena and how to recognize and help the preceptee who is struggling Nurse preceptors will gain insight into how to assist preceptees in organizing their clinical day and prioritizing their responsibilities From suggestions in conflict resolution and bullying to aids in developing critical thinking skills to advice on completing relevant documentation this guide helps new nurse preceptors to provide a well orchestrated orientation that will ensure a positive experience for novice nurses and the subsequent delivery of quality patient centered care Sample competency forms and clinical tools add to the book s utility as well Key Features Delivers vital information on all aspects of successful nurse preceptorship in a concise easy access format Includes evidence based content throughout Provides guidance on identifying and developing successful nurse preceptors Addresses organization prioritization delegation effective communication conflict resolution and the development of critical thinking skills Offers key information on competency assessment and evaluations A special Preceptor s Problem Solver chapter addresses clinical issues unique to the nurse preceptor s role      Nursing Preceptorship Florence Myrick,Olive Yonge,2005 This concise yet comprehensive reference provides nurses with a resource for their role in the preceptorship experience whether they are the preceptors preceptees teachers of the educational programs or administrators of the practice agencies The book discusses the different dimensions of preceptorship as well as addresses directly the teaching learning climate goals and objectives of preceptorship and the nature of the teaching learning experience Other areas covered are a look at the student as a learner and the all important area of communication A final bonus chapter offers useful suggestions on the setting up or instituting of a preceptorship program      Workbook for Self-Care for New and Student Nurses, Second Edition Dorrie K. Fontaine,Tim Cunningham,Natalie May,2024-08-21 This workbook for the second edition of Self Care for New and Student Nurses includes classroom activities and reflective questions to help students learn about self care tips and techniques Self Care for New and Student Nurses equips you to confidently face stressors now and in the future No matter where you are in your nursing career this book offers you multiple strategies to prioritize your own mental physical and emotional health Authors Dorrie K Fontaine Tim Cunningham and Natalie May showcase a group of strong contributors who provide a wealth of self care knowledge and a plethora of self care exercises      **Fast Facts Workbook for Cardiac Dysrhythmias and 12-Lead EKGs** Paul Desmarais,2018-12-14 This workbook presents a multitude of practice examples to help critical care students and practitioners grasp and excel at key concepts of 12 lead EKG and dysrhythmia interpretation Designed to supplement any established dysrhythmia textbook this straightforward resource is ideal for new graduates and nurses who are considering a switch to critical or acute care This book distills complexities of the 12 lead to determine whether a patient is safe or at risk Fast Facts Workbook for Cardiac Dysrhythmias and 12 Lead EKGs delivers instruction on all foundational aspects of EKG

interpretation It contains numerous practice examples with instant feedback to provide nursing students with much needed reinforcement of this often challenging content Feedback includes a detailed discussion of the why behind the diagnosis and treatment often missed by students and beginning clinicians The book begins with a section on general rules and procedures Part I progresses into atrial rhythms junctional rhythms AV blocks ventricular rhythms pacemakers and 12 lead EKG including valuable practice exercises with abundant rhythm strips in each chapter Part II provides answers to all the practice examples including correct interpretation treatment and discussion Key Features Delivers a handy practice workbook on EKG interpretation for new and experienced critical and acute care nurses and students in these specialty areas Organized to present information from simple to complex Includes numerous practice strips and exemplars with detailed information on correct interpretation treatment and discussion Feedback on exemplars promotes critical thinking and clinical understanding Can be used effectively with all current EKG instructional resources to provide much needed practice examples Features over 80 practice strips

**Mastering Precepting** Beth Tamplet Ulrich, 2012 This book is evidence based and pragmatic Written specifically for nurses who are preceptors who are thinking of becoming preceptors or nurse managers who must supervise preceptors This book is designed to be a one stop shop for preceptors and precepting Provides tools and knowledge nurses need to become competent preceptors and to precept others Written in an easy to read informative style so that the reader can immediately start incorporating the information into practice Book includes resources for faculty members who work with clinical preceptors for their students and for managers who employ preceptors Website [www.rnpreceptor.com](http://www.rnpreceptor.com) provides tools for preceptors

**The Preceptor Program Builder** Diana Swihart, Solimar Figueroa, 2014 The Preceptor Program Builder Essential Tools for a Successful Preceptor Program Diana Swihart PhD DMin MSN APN CS RN BC Solimar Figueroa MHA MSN BSN RN The Preceptor Program Builder provides professional development staff the keys to creating a successful preceptor program in the healthcare environment In this essential package you will find the core tools best practices processes adaptable forms and training materials for developing and evaluating preceptors information for preparing preceptors for certification through portfolio building and a tested framework for preceptor programs Use this resource to develop a preceptor program for any population such as nurses or pharmacists The book provides a core design for developing preceptors that can be applied to any program and discipline where preceptors orient or transition new employees students or persons transitioning into a new role or position This work moves beyond previous editions focus on single disciplines and invites all groups disciplines and professions to create a framework built on practical tools definitions principles and concepts for training preceptors and building formal preceptorships This resource will help you Design preceptor training programs from the ground up Revitalize existing preceptor training with new curricula including fully customizable PowerPoint R training and preceptor workbooks Assess the quality of preceptors and evaluate the training effectiveness Develop a preceptor certification Overall Program Builder objectives Recognize the components of a

preceptorship and the value added to a healthcare organization Prepare preceptors for the roles and responsibilities defined by an effective preceptor program Employ critical thinking skills and evidence based practices within a preceptor program Apply effective feedback competency assessment and performance evaluation techniques Outline effective strategies for successful communication within the professional team Implement a preceptor program within a practice setting Build a preceptor program that promotes professional development and the eventual transition from preceptor to mentor What's new The Preceptor Program Builder is a professional quality occupation agnostic system for building a preceptor program in the healthcare industry This resource represents a foundation for the future Key changes compared to previous editions of the Nurse Preceptor Program Builder Evidence based guidance and a methodology based on research Discussion of the advancement of preceptoring as a specialty Presentation of the new Married State Preceptorship Model and the research related to its development Tips and tools for establishing preceptorships across any discipline not just nursing How to develop a portfolio How to prepare for preceptor certification Nursing Contact Hours HCPro is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center's Commission on Accreditation This educational activity for 3.6 nursing contact hours is provided by HCPro Nursing contact hours for this activity are valid from April 1 2014 April 1 2016 For further information on how to obtain your contact hours please see the Instructional Guide on the download page after purchasing the book

**The Nurse Preceptor Toolkit - Elsevier E-Book on VitalSource (Retail Access Card)** Beth Heuer, Cynthia A. Danford, 2024-10 Develop the skills necessary for precepting RN and APRN students and new orientees The Nurse Preceptor Toolkit is written by and for RN and APRN clinicians and faculty members from a variety of levels specialties and settings Using real life examples and practical tips this comprehensive resource answers the questions preceptors often ask when interacting with students of all levels as well as new orientees Within its pages you'll find everything you need to develop and solidify the clinical teaching skills essential to becoming an effective preceptor This completely new book serves as a comprehensive resource for precepting both RN and APRN students and new orientees Coverage addresses questions preceptors have asked when interacting with students of all levels as well as with new orientees Content is written by and for RN and APRN clinicians and faculty members from a variety of levels specialties and settings Real life examples and practical tips guide the development and solidification of the clinical teaching skills needed to become an effective preceptor Coverage of essential precepting topics includes effective communication flexibility time management skills providing feedback and support an understanding of different adult learning styles and the ability to confidently evaluate student knowledge and competencies Chapter objectives serve as advance organizers to help prepare you for the content that follows Exemplars model excellence in clinical precepting through contributor authored stories of successful faculty preceptor learner partnerships related to the content of each chapter Boxes highlight tips from successful preceptors Appendices provide ready to use tools to enhance the preceptor learner experience

**The Nursing Student's**

**Anxiety Workbook** Theo Seki, Stop Letting Anxiety Sabotage Your Nursing Dreams Nearly 30% of nursing students struggle with overwhelming anxiety that affects their academic performance and clinical confidence You re not alone and you re not weak you just need the right tools This Evidence Based Workbook Provides CBT techniques adapted specifically for nursing school challenges Mindfulness practices that work during busy clinical rotations Test anxiety strategies for NCLEX style exams Clinical confidence builders to overcome fear of mistakes Emergency coping protocols for overwhelming moments Time management systems that prevent burnout Real Solutions for Real Nursing Student Problems From medication administration anxiety to difficult preceptor relationships this workbook addresses the unique stressors you face every day Each chapter includes case studies practical exercises and quick reference guides you can use immediately Features 11 Chapters Quick Reference Appendices Transform your nursing school experience from overwhelming to manageable Build the emotional skills that will serve you throughout your entire nursing career The anxiety management toolkit every nursing student needs

**The DNP Project Workbook** Molly Bradshaw, Molly J. Bradshaw, Tracy R. Vitale, 2024-04-10 Translate knowledge into action with activities designed to jump start and propel you through your DNP Project This acclaimed workbook delivers an organized systematic roadmap for the development implementation evaluation and completion of the DNP Project Designed by two nurse educators motivated by their own frustrating DNP experiences to help the next generation of students it consists of a collection of lessons guiding readers step by step through the entire DNP Project process Anchored in a real world context with more than 100 learning activities the resource promotes active learning and delivers practical tips and advice for every stage of the project The improved second edition maps content to the new AACN essentials reorganizes lessons for ease of use weaves student project examples throughout chapters adds new tables for quick reference and offers additional supplemental content for students and faculty alike The workbook begins with fundamental knowledge based information and then addresses the development of the DNP Project team the feasibility of project ideas and the elements required to develop implement evaluate disseminate and complete the project It provides a variety of in depth examples from actual projects to document the development of ideas and a logical critical thinking process The format of individual lessons enables readers to complete them in the order that best mirrors the project requirements at all schools Chapters begin with learning objectives and conclude with a concept map to summarize lessons learned Also included are forms to help readers organize and document ideas communicate with stakeholders and track their progress New to the Second Edition Maps content to the new AACN Essentials Reorganizes lessons based on student faculty feedback Threads new student project exemplars throughout chapters Provides new tables for speedy reference Improves visual appeal and readability with two color design Offers enhanced supplemental information Key Features Helps students to break down the complex DNP Project process into concrete and manageable steps Facilitates application of core knowledge to develop required DNP competencies Fosters development of creative thinking Provides lessons targeting activities for

independent study or in classroom engagement Helps students and teachers to document work to meet AACN competencies Illustrates DNP concepts with quick reference tables and examples      **The Essential Guide to Becoming a Staff Nurse** Ian Peate,2016-01-19 Written specifically for graduating students and newly registered nurses this essential handbook will help you navigate the transition from student to registered practitioner Providing you with the key knowledge to help consolidate your degree course The Essential Guide to Becoming a Staff Nurse will enable you to become an autonomous and accountable practitioner Covering everything the newly registered nurse needs to know this handy book explores How to get the job you want The role and function of the staff nurse Accountability and delegation Working with patients and their families Becoming a manager Continuing professional and personal development With activities practical hints and tips throughout this accessible aide memoire will provide indispensable support for newly registered nurses in all fields      *Fast Facts for the Nurse Preceptor, Second Edition* Maggie Ciocco,2020-09-16 This quick access guide for novice nurse preceptors walks through step by step how to successfully orient new nurses to the hospital environment Preceptors are key to staff retention job satisfaction improved quality of care patient safety and transition to practice For the busy novice nurse preceptor who believes they do not have the time or preparation to be a nurse preceptor Fast Facts for the Nurse Preceptor Second Edition explains all the requisites for demonstrating guiding and mentoring new nurses through the process of delivering safe evidence based patient centered care The second edition builds upon the foundation of the first to address more complicated challenges preceptors face While reviewing the basics like shift organization prioritization communication delegation and conflict resolution this orientation guide delineates the essential qualities of a competent preceptor and their primary responsibilities It discusses the knowledge and skills a successful preceptor must impart to new nurses while acclimating to a variety of teaching and learning styles Chapters discuss how to recognize the warning signs of a struggling preceptee work through a preceptee s transition shock and help new nurses to develop critical thinking skills Abundant case studies highlight common and challenging precepting situations New to the Second Edition Updated with FIVE completely new chapters Selection Education and Retention of the Preceptor Preceptee Learning and Preceptor Teaching Styles The Challenging Student Precepting the Accelerated BSN and Advanced Practice Nurse APRN The Unsafe Preceptee and How to Avoid Failure to Fail Key Features Helps preceptors to serve as excellent role models mentors and teachers for new nurses Offers quick access step by stop guidance with short paragraphs and bulleted information Uses case studies to highlight both common and challenging precepting scenarios Includes evidence based content throughout Contains competency assessment and evaluation forms      **The Mechanical Reading Preceptor ... Book I. Mechanical Reading** George Vasey,1864 *Workbook and Competency Evaluation Review for Mosby's Textbook for Nursing Assistants - E-Book* Leighann Remmert,2024-10-04 Streamline your study process and master essential nursing assistant skills with confidence Corresponding to the chapters in Remmert s comprehensive text the Workbook and Competency Evaluation Review for

Mosby's Textbook for Nursing Assistants 11th Edition reinforces your understanding with numerous exercises and review questions including matching multiple choice labeling crosswords and mini case studies Checklists for each of the 100 procedures in the text help you learn key skills The Competency Evaluation Review section prepares you for the CNA exam with a review of content a skills evaluation review and two practice exams NEW Chapter organization breaks material into manageable portions improving your ability to retain important information Competency Evaluation Review provides content review quizzes and sample exams to help you prepare for certification A wide variety of exercises including matching multiple choice labeling crosswords and mini case studies reinforce learning Procedure checklists prepare you for the skills demonstration portion of the certification exam *Mastering Precepting* Beth Tamplet Ulrich, 2018-11 This book teaches preceptors both the science and art of precepting and empowers them to seek the support they need to be effective in any healthcare setting

**Workbook and Competency Evaluation Review for Mosby's Textbook for Long-Term Care Nursing Assistants - E-Book** Sheila A. Sorrentino, Relda T. Kelly, 2014-04-11 Providing a complete study guide and certification review in one book Sorrentino's easy to use Workbook and Competency Evaluation Review is the perfect chapter by chapter companion to Mosby's Textbook for Long Term Care Nursing Assistants 6th Edition Understand and apply the skills and procedures you've learned and prepare for your certification exam with engaging review questions exercises and valuable self assessment opportunities UNIQUE Bonus Competency Evaluation Review section includes a content review and review questions to help you prepare for your certification exam A wide variety of exercises including Multiple Choice Matching Fill in the Blank Crossword Puzzles and Labeling help you review and test your understanding of textbook content UNIQUE CD icons highlight procedures that can be reviewed on the companion CD for greater clarity Procedure Checklists help you review each procedure step by step Independent Learning Activities challenge you to apply what you've learned to practice Optional Learning Exercises provide a more detailed review of textbook content for better understanding Video icons direct you to corresponding video clips on the free companion Evolve Resources website for an enhanced review experience

Workbook for Introductory Medical-Surgical Nursing Barbara K. Timby, 2013-09-24 Workbook for Introductory Medical Surgical Nursing 11e is the perfect companion to the textbook It allows the student to review and apply essential content to help retain the knowledge gained from the textbook Each chapter of the workbook is divided into three sections Assessing Your Understanding Applying Your Knowledge and Getting Ready for NCLEX New to this edition is the inclusion of a case study in each unit with related critical thinking questions designed to help students understand and apply information to a real client situation

The Rural Nurse Deana Molinari, Angeline Bushy, 2011-11-18 Transitioning to rural practice can be daunting for both experienced nurses and new graduates who have an urban orientation and are accustomed to specialized practice with abundant health care resources Since most nursing education programs and practicing nurses are located in urban settings programs are needed to prepare nurses who choose rural practice In their book Dr Molinari and

Dr Bushy provide excellent examples of practice models from North America New Zealand and Australia with curricula that address transition issues The text makes a significant contribution to the discussion about how to best prepare nurses for rural practice and will be of interest to administrators educators and clinicians From the Foreward by Charlene A Winters PhD APRN ACNS BC Associate Professor Montana State University College of Nursing This is the only volume to address the pressing need for practical information about transitioning from an urban based nursing education or practice to a rural health care environment It provides successful strategies that nurses in rural settings can use to develop implement and evaluate innovative programs that will meet the needs of individual rural communities The book details current rural nursing transition to practice trends and issues national standards and evidence based model programs worldwide Rural practice culture is described along with professional education issues competency patient care and safety Chapters are presented in easy to access formats that offer ready solutions for problems commonly encountered in rural practice such as nurse recruitment and retention In addition to health care delivery issues for specific rural populations the book presents program descriptions from local to state levels including locally developed education programs urban hospital systems outreach to rural facilities universities collaborating with rural businesses city based workshops statewide competencies tracked by employers and a distance education program customized by rural agencies Case studies demonstrate how rural facilities even the smallest and most isolated are advancing health care through nurse support The text will be of value to rural nursing staff developers critical access hospitals and community clinic administrators rural professional organizations small urban health facilities continuing education providers nursing workforce centers and graduate programs Key Features The first transition from academia to practice guide for rural nursing Charts evidence based successes and offers model programs in different rural settings Provides rural specific information to facilitate statewide health mandates Features residency program development processes with tips and tools that work

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