



PRACTICE NURSE PRECEPTORSHIP

Welcome to your first post as a general practice nurse. This document is intended to guide you and your preceptor through your preceptorship. It is in response to feedback of when new nurses can feel a little lost. The guidance is based on the NUH Preceptorship booklet, along with the QNI booklet. There is lots of support in Nottinghamshire not just from your practice, primary care network but also from the Nottinghamshire Alliance Training Hub (NATH).

<https://www.nottstraininghub.nhs.uk/>

What is Preceptorship?

The main aim of preceptorship is to welcome and integrate newly registered professionals into their new team and place of work. It helps these professionals translate their knowledge into everyday practice, grow in confidence and understand how to apply the Code in their day to day work (NMC 2020).

Alongside newly qualified nurses preceptorship should also be available to those:

- Returning to practice after a break of two or more years
- Practitioners moving in to a new part of the register

Benefits of preceptorship:

- Preceptee feels valued and part of the team
- Increased job satisfaction resulting in improved patient satisfaction
- Promotes the individual's interest in maintaining up-to-date knowledge
- Enhances future career aspirations

What preceptorship is not:

- Intended to replace mandatory training or induction
- Performance management (Based upon DOH, 2010)

(For New to Practice Additional Document)

My Preceptor(s) are:

TIME TABLE

- A minimum of a one week period of orientation;
- A minimum one month induction period
- A period of preceptorship with an identified experienced GPN Practice Supervisor
- Completion of a HEI accredited introductory programme for nurses new to general practice within their first year.
- Assessment of clinical competencies

Suggested Guide and Time Frame - based on the Four Pillars of the Advanced Care Practitioner Framework

Time Frame	Clinical Practice	Leadership and Management (self)	Education	Research (Audits)
Within 2 months	<ul style="list-style-type: none"> • 1st part rv • NHS Health Check • Administer meds • Basic dressings • ECG • Phlebotomy (depending on experience) 	<ul style="list-style-type: none"> • Shadowing opportunities with MDT • Longer time for clinics/ blocked slots • Down load ShinyMind App • Contact Training Hub for support/ guidance • Well-being resources on NATH website 	<ul style="list-style-type: none"> • Book Fundamentals • Jan/ Sep start • Books Imms course if needed • Commence Preceptorship meetings – identify own learning needs 	<ul style="list-style-type: none"> • Introduction to Clinical System <p><i>F12</i> <i>QOF</i> <i>PCN DES</i> <i>Read coding</i> <i>Recalls</i></p>
Usually 12-18 months	<ul style="list-style-type: none"> • See Appendix A (skills based on Nursing Associates) • For suggestions of topic introductions • Appendix B on Fundamental equivalent 	<ul style="list-style-type: none"> • Consultation structure development • Time management • Limitation acknowledgement • Role within practice and wider environment • Utilise NATH offer of outside buddy support/ supervision/ coaching/ Peer support 	<ul style="list-style-type: none"> • Preceptorship meetings – identify own learning needs • Evaluate personal learning • Contribute to student/ junior learning 	<ul style="list-style-type: none"> • Contribute to data collection for monitoring and evaluation <p><i>APC website</i> <i>FRSH website</i> <i>TeamNet</i> <i>e-Healthscope</i></p> <ul style="list-style-type: none"> • Locate Evidenced based literature • Adherence to safety governance procedures • Discuss any new EBL with the team
Fundamental Course also Includes	<ul style="list-style-type: none"> • Fundamentals Bespoke Course for New to Practice Nursing 	<ul style="list-style-type: none"> • Change Management 	<ul style="list-style-type: none"> • Internal and External mentorship 	<ul style="list-style-type: none"> • Audit process

Guidance for Preceptorship Meetings

Meetings with your preceptor do not have to be formal and lengthy; they can be 10-15 minute informal chats which should enable you to do the following:

- Review your progress
- Get feedback on your practice
- Identify what is going well
- Identify areas where development is required
- Complete development plans and identify the support needed to achieve this

Review Number	Date Review Planned	Tick when Review Completed
Initial Review (first week)		
Review 1 (around 1 month)		
Review 2 (around 3-5 months)		
Review 3 (around 6 + months)		

Other Relevant Dates

Initial Review with Preceptor – Date

1. What previous knowledge/ experience are you bringing to the post? (placements, clinical experience, courses).
2. What do you consider to be your strengths and weaknesses?
3. Do you have any specific concerns or worries about starting in your post?
4. How do you normally cope with stress?
5. Are you aware of the 'support network and resources available to you? (On NATH website/ ShinyMind App/ clinical supervision/ forums etc.)

Action Plan:

What additional skills/ knowledge do I need to know/ do?	How will I achieve this? Who can help? What support is available?	What evidence will I need to produce?	Target Date

Signature of Preceptee:

Signature of Preceptor:

Date:

Record of Preceptorship Review

Nurses Own Self-Assessment
Clinical Practice
Leadership and Management (self)
Education
Research (audit)
Preceptors Assessment
Clinical Practice
Leadership and Management (self)
Education
Research (audit)

Action Plan

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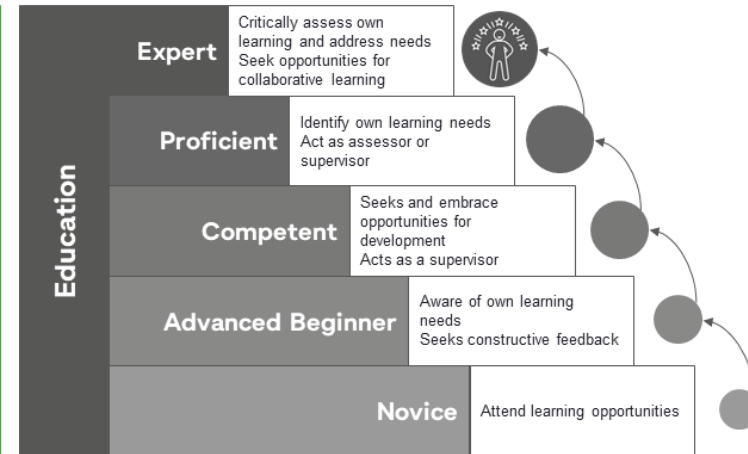
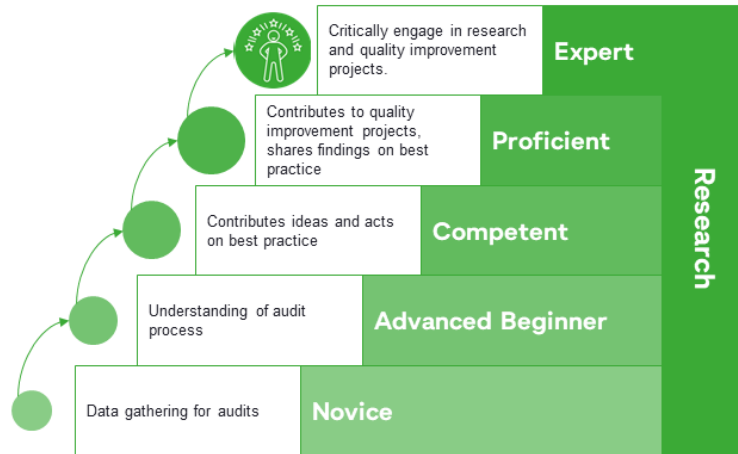
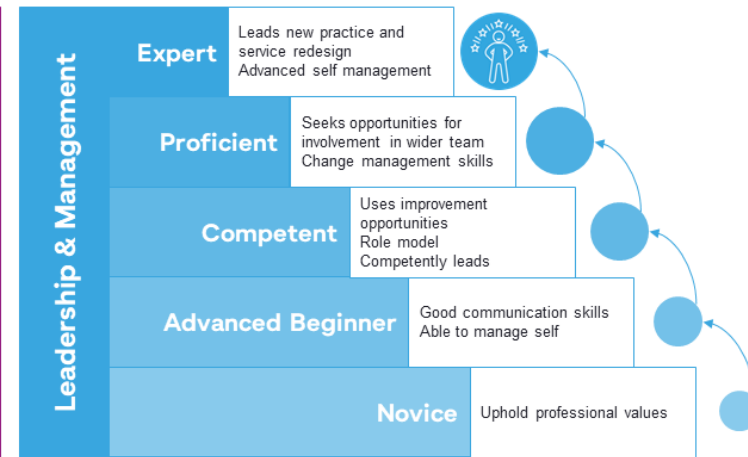
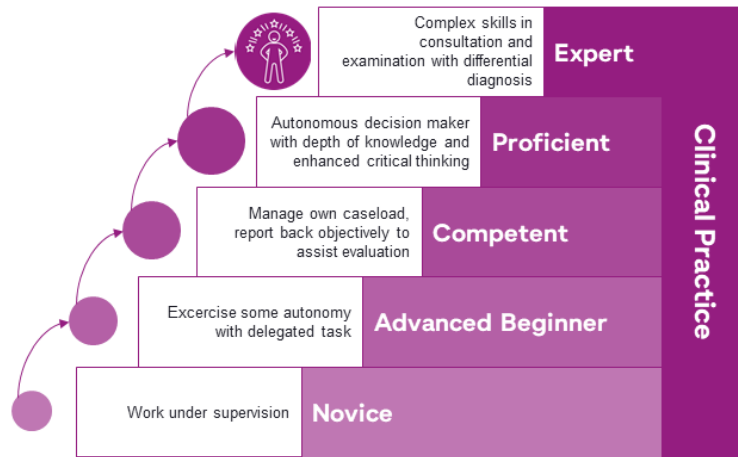
Signature of Preceptee:

Signature of Preceptor:

Date:



Nursing
Career Progression





Appendix A Training Matrix for Clinical Practice (Nursing Associate list)

Clinical Competency	Date Started	Date Competent
Pulse		
Blood Pressure including manual		
Blood Pressure Monitoring		
BMI		
Gather core health info for templates		
Urinalysis		
ECG Recording		
Pulse Oximetry		
Awareness of Emergency Equipment (appropriate for role)		
Setting up a nebuliser		
Able to use a volumatic and inhaler		
Using and recording blood glucose monitor		
Using and recording peak flow		
Using and recording FEV6		
Explanation of self-collection of samples		
Basic wound care		
Removal of clips/ sutures		
Measuring for hosiery stockings		
Assisting with minor operations including chaperoning		
INR Star monitoring		
Audiology		
Referral to Health Promotion Service		
Able to give health promotion advice		
Referral to other Health professionals		
Assist patients with technology		
More advanced skills for LTC collection as per Academic Science Network		
Venepuncture		
B12 injection service		
Influenza vaccination		
Pneumococcal Vaccination		
Shingles Vaccination		
Checking feet for diabetic neuropathy		
Ear Care Service		
NHS Health Checks - all parts		
Pre-diabetes and health promotion		
Information gathering for Frailty Reviews and community referrals		
Information gathering for Learning Disability Reviews		
Information gathering for mental health Reviews		
Participating with other LTCs		
Injections on PSD		
Inhaler technique teaching		
Blood glucose monitoring teaching		
Peak flow initiation of diary		
Coil removal		
Dopplers		

APPENDIX B Clinical Practice

Included in the Fundamentals Programme	e-learning Resource Suggestions	Face to Face Suggestions	Date of Completion
Cervical Cytology	NEPSEC – Blended learning only during Covid	NEPSEC	
Imms and Vaccs	e-L-F Blended learning only during Covid	PCDC	
Venepuncture	-	PCDC / NUH	
Ear Care	-	PCDC / Rotherham Ear Centre	
Wound Care	Wounds UK	PCDC	
Consultation Skills	-	-	
Cardiovascular and HTN	Introductory modules including e-L-F Primary Care Respiratory Academy Smart Health Solutions Modules associate with journals on practice nursing RCN	PCDC	
Diabetes			
Asthma			
COPD			
Contraception and Sexual Health	e-L-H by FRSH	PCDC / NUH Sexual Health Service	
Travel Health	RCN Travel competencies	PCDC	
Learning Disabilities	In Production	Discussion with LD Nurse	
Mental Health	e-L-H	PCDC	
Leadership and Change	-	-	
NHS Health Checks	e-L-H	-	



NOTTINGHAMSHIRE
ALLIANCE TRAINING HUB

<https://www.pcdcportal.org/>

<http://www.nepsec.org.uk/>

<https://www.wounds-uk.com/course>

<https://smarthealthsolutions.co.uk/taster-webinars/>

<https://respiratoryacademy.co.uk/clinical/cpd-modules/>

<http://www.practicenurse.co.uk/>

<https://www.e-lfh.org.uk/>

<https://www.fsrh.org/education-and-training/>

<https://www.healthcheck.nhs.uk/commissioners-and-providers/training/competency-framework-and-learner-and-assessor-workbooks/>

<https://www.e-lfh.org.uk/programmes/all-our-health/>

<https://www.rcn.org.uk/professional-development/publications/pdf-006506>

References

<https://www.qni.org.uk/wp-content/uploads/2019/05/General-Practice-Nursing-Induction-Template.pdf>

<https://www.nmc.org.uk/globalassets/sitedocuments/nmc-publications/nmc-principles-for-preceptorship-a5.pdf>

Thank you to Nottingham University Hospital for the development of this portfolio!