

13 JANUARY 2025



**CLINICAL PRECEPTOR COURSE**  
**Registered Nurses**

## NEED FOR THE COURSE

*The Clinical Preceptor Course aims to empower nurses with the requisite knowledge, skills and attitude for conducting effective clinical teaching and supervision of pre-registration/pre-enrolment nursing students/registered nurses & enrolled nurses.*

<b>DURATION OF THE COURSE</b>	<b>1.5 days (minimal and can be more as required)</b>
Theoretical component:	14 hours (Includes the use of e-learning / blended approach)
Clinical component:	2 hours
<b>Total</b>	<b>16 hours</b>

## TARGET GROUP OF LEARNERS:

*Nurses with a minimum of 2 years of clinical experience and are deemed competent in clinical practice (as stipulated in SN Standards of Clinical Education 2022).*

*NB :*

*Registered Nurse*

*RNs are expected to participate in the teaching and learning roles of peers, nursing students and junior nurses (SNB Core Competencies for RN 2022).*

*Enrolled Nurse*

*Enrolled nurses are expected to engage in continuing professional development activities of self, nursing students and ancillary care staff to maintain competency in areas of practice (SNB Core Competencies for the EN 2022).*

## ENTRY REQUIREMENT(S)

*This course is targeted at nurses who are assigned and meet the following criteria:*

- *Registered working in clinical setting*
- *Minimum of two year's clinical experience*

## OVERVIEW OF THE COURSE

*The Clinical Preceptor Course aims to provide participants with the essential knowledge, skills and professional attitude to fulfil the role & responsibilities of a clinical preceptor for pre-registration/pre-enrolment nursing students.*

## AIM OF THE PROGRAMME / COURSE

*The course aims to prepare and develop nurses for their role and responsibilities in welcoming, facilitating integration, teaching, supervising and assessing pre-registration/pre-enrolment nursing students.*

## EXPECTED LEARNING OUTCOMES OF THE PROGRAMME OR COURSE

*Upon completion of this course, the learner will be able to:*

1. *Discuss the role and responsibilities of a clinical preceptor*
2. *Describe the adult learning approach*
3. *Communicate supportive and constructive feedback*
4. *Act as professional role models in clinical practice*
5. *Reflect on the quality of all aspects of one preceptor role*

## CORE CONTENT

1. *Principles & best practices in clinical supervision and assessment*
2. *Principles of preceptorship: roles and responsibilities of a clinical preceptor*
3. *Adult learning principles and learning styles*
4. *Effective communication skills and giving feedback*
5. *Evaluation of clinical education and learning environment*

## COURSE STRUCTURE

Module	Title	Face to face, e-Learning & practical learning approaches	Theoretical Component (hours)	Clinical component (hours)
1	Principles and best practices in clinical supervision and assessment (facilitated or learning materials provided by Nursing Schools)	e-Learning	3	
2	Principles of preceptorship: roles and responsibilities of a Clinical Preceptor	Face to Face	2.5	
3	Adult learning principles and learning styles	Face to Face	2.5	
4	Effective communication skills and giving feedback  i) Effective Communication Skills ii) Giving Effective Feedback and Receiving Feedback	Face to Face	3	
5	Evaluation of clinical education and learning environment	Face to Face	1	
6	Skills practice	Face to Face	2	
<b>Theoretical component</b>			14	
<b>Clinical component (self-assessment)</b>				2
<b>TOTAL HOURS</b>			<b>16</b>	

\* Clinical component (self-assessment): To be done within 2 weeks using the preceptor evaluation form

## TEACHING AND LEARNING STRATEGIES

*Adult learning principles and blended approaches will be utilised.*

*Various teaching and learning methodologies which includes of didactic lectures, tutorials, group discussions, role plays, simulation-based learning, web-based learning and on the job practice but not exhaustive to listed methods.*

## ASSESSMENT METHODOLOGY AND WEIGHTAGE

*The respective components of assessment for nurses comprise of:*

Assessment Methodology	Assessment Format
Theory assessment	Q & A, Online quiz
Skill Performance and competency (a) Skill Practice (in class and assessed by class facilitator)	(a) Preceptor Evaluation using Checklist
(b) Self –assessment- Clinical component (self-reflection using self-evaluation tool)	(b) Preceptor Self Evaluation To be done within 2 weeks using the preceptor evaluation form

For External Participants joining the course without the indicated teaching faculty.

See Assessment Methodology table above:

- A) The external participant will complete the classroom evaluation using Preceptor Evaluation Checklist in class
- B) The participant will complete the self-evaluation form in his/her home institution and submit to training organiser within the timeline provided.

Any issues or questions pertaining to the preceptoring contents can be channelled to the programme lead of the training organisation.

The external participants should be assessed at their parent institution by clinical supervisors who meet all the following criteria:

- a) Hold a valid practising certificate issued by the SNB.
- b) Are qualified Clinical Preceptor/Instructor or trained in teaching and assessing of workplace-based learning.
- c) Have a minimum of one-year clinical supervision experience after obtaining the qualification or training mentioned in criterion b).

## COURSE EVALUATION

*Course Coordinator will review the contents yearly (or as need arises) to update the curriculum, course materials (includes eLearning materials), theory test and clinical competency checklist.*

*Head of Department of Nursing Education will be provided with the course evaluation completed by participants which will reviewed and endorsed for continuous course improvement.*

## PHYSICAL FACILITIES

*The theory sessions will be conducted in a conducive classroom or quiet environment.*

*E-Learning must be completed by participants prior to classroom/practical sessions.*

*The practical sessions will be conducted in appropriate classroom/clinical facilities.*

**Contact Person**

Name (in full) : Mabel Yap  
Designation : Assistant Manager  
Contact Number : 69366807  
Email : Mabel\_Yap@cgh.com.sg