

I agree to precept student, \_\_\_\_\_ in their clinical rotation: (course name) \_\_\_\_\_, between the dates of \_\_\_\_/\_\_\_\_/\_\_\_\_, in the \_\_\_\_\_ semester for a total of \_\_\_\_ hours. I understand that prior to them starting their clinical rotation, there must be an Affiliation Agreement in place between the school and the facility where clinical hours will take place, as well as with my employer if different from the clinical site. \*All fields are mandatory.

**Preceptor Name:** \_\_\_\_\_

Preceptor Phone Number: \_\_\_\_\_

Preceptor Email: \_\_\_\_\_

**Name of Clinical Site:** \_\_\_\_\_

**Clinical Site Address:** \_\_\_\_\_

Is the clinical site location different from the preceptor's place of employment? \_\_\_\_\_ YES \_\_\_\_\_ NO

**Name of Preceptor's Employer:** \_\_\_\_\_

**Employer Address:** \_\_\_\_\_

### Preceptor Expectations:

- **Orient the Graduate Student:** Familiarize the student with the environment and introduce them to key personnel.
- **Facilitate Diverse Learning Experiences:** Ensure the student engages in a variety of learning opportunities that support the achievement of course objectives outlined in the provided syllabus, as well as any practicum goals developed by the student.
- **Act as Advisor and Mentor:** Provide guidance and mentorship throughout the practicum experience.
- **Provide Constructive Feedback:** Offer regular feedback to help the student enhance their ability to meet established goals.
- **Clarify Role Boundaries:** Assist the student in understanding the limits and responsibilities associated with the preceptor's role.
- **Regularly Sign Practicum Log:** Consistently sign the student's practicum log as required by course faculty throughout the practicum experience.
- **Evaluate Student Performance:** Assess the student's abilities and submit the Practicum Evaluation Form to Loyola faculty at the conclusion of the experience.
- **Engage with Loyola Faculty:** Communicate with Loyola faculty at both the beginning and end of the practicum to discuss objectives and outcomes.
- **Report Performance Issues:** Promptly notify Loyola faculty of any performance-related issues requiring immediate attention.
- **Share Improvement Ideas:** Collaborate with Loyola faculty to suggest enhancements for the practicum experience for future students.
- **Coordinate Practicum Hours:** Ensure the student has the opportunity to complete practicum hours as outlined in the provided syllabus.

**Preceptors Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_