



# Lane Community College

## EMS Preceptor Program Training Manual

2019-2020

*Emergency Medical Technician*

*Advanced EMT / EMT Intermediate*

*Paramedic*

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## Our Gratitude

*First and foremost, on behalf of all of us at Lane Community College, thank you! Thank you for your willingness to share your knowledge, experience, and craft with our future health professionals of tomorrow. You play a key role in the development of a EMS Providers as new knowledge and skills are tested in the hospital and field in their final phases of their education.*

## Training Objectives

- **Expectations**
- **Phases of learning (Observation, Instruction, Lead)**
- **Philosophy for preceptors**
- **Safety**
- **Evaluations and feedback**

For the purposes of accreditation, all preceptors must document the training and review of our programs materials. There are a couple choices to document preceptor training; there is a forms link, and a printable single or group preceptor PDF's to print and sign. If paper copy is used, please scan and email to [ems@lanecc.edu](mailto:ems@lanecc.edu).

# Student Expectations

## Affective Domain

- Has acceptable appearance
- Accepts feedback
- Has positive attitude toward work
- Performs well under stressful and non-stressful conditions
- Demonstrates appropriate regard for adherence to agency/departmental policies
- Rapport with:
  - Patient
  - Family
  - Other EMS providers
  - Police
  - Hospital employees

## Psychomotor Domain

- Obtains an appropriate patient history
- Performs a complete physical exam
- Demonstrates effective scene management
- Demonstrates competent paramedic skills
  - IV administration , medication administration, 12-Lead EKG, advanced airway control
- Understands and effectively operates equipment

## Cognitive Domain

- Can write a competent EMS run report (for field internship)
- Spelling, grammar, accuracy, timely written
- Can problem solve
- Has effective decision making skills
- Can give a competent HEAR report, or patient transfer of care
- Demonstrates knowledge of agency/departmental policies

\*\*\*More detailed information in Field Internship Manual\*\*\*

# Preceptor Expectations

- To provide a positive and professional learning experience.
- To be consistent, objective, honest, and give positive constructive feedback.
- To prepare students to meet, and hopefully exceed, the competencies of an entry level paramedic according to national standards.
- To document and provide evaluations of student performance and areas of improvement.

# Phases of Learning

## Observation Phase

- Short period 1-2 shifts or 8-10 patients
- Preceptor demonstrates team leadership and answers all questions.
- Students learn and become familiar with the crews, equipment, system, and general philosophies of agency.
- Students perform delegated skills: lung sounds, IV's, Intubation, vitals.

## Instructional Phase

- Usually the next 10-20 patients, varies greatly student to student
- Student acts as the team leader
  - Initially performs skills and assessments
  - Eventually can lead and delegate
- Students receive professional and tactful prompting of skills, assessments, and procedures.
- A debriefing after each call that focuses on what performances were strong and what performances could be added, modified, or improved on.

## Evaluation Phase

- Usually the final 10-20+ patients (Field), or 8-10 shifts (clinical).
- Students are running the calls in the field, or assessing and treating clinical patients with little to no prompts or corrections.

# Evaluations

- Evaluations are completed in Fisdap on iPads, Tablets, or Laptops.
  - If paper evaluations are needed due to circumstances, they will be attached to each shift. **Paper Evaluations required for all clinical shifts.**
- At the end of **Each Shift**, Students must have:
  - FISDAP - **Student Self-Evaluation. (FIELD)**
  - FISDAP - **Preceptor Evaluation of Student (FIELD)**
  - FISDAP - **Preceptor Evaluation (FIELD and CLINICAL).**
- Every 100 hours (**Field**) of contact Preceptors do a:
  - FISDAP - **Professional Behavior Evaluation.**
- At the conclusion of the internship and clinical time, students complete the:
  - FISDAP - **Site Evaluation (FIELD and CLINICAL)**

## Tips for prompting Students

Prompting- an action taken by preceptors to improve the student performance, and ensure crew/patient safety.

- Encourages students to do:
  - Skills – “Let’s check a 12 lead.” “Let’s check a blood sugar.”
  - Questions – “Have we ruled out C-spine?” “What types of injuries might we be expecting?”
  - Procedures - Getting out and setting up the CPAP.
- Physical Prompts:
  - Raised eyebrows – to maybe reconsider treatment?
  - Pointing at a watch - to emphasize speeding up.
- Verbal
  - Asking questions
  - Just stating STOP!

## Patient Contact and Prompts

- Patients must believe the student is in charge
- Patient SAFETY is always priority
- Prompts indicated:
  - When the preceptor is looking for insight on plan or in general
  - Use verbal when physical does not work
  - Most prompts can be phrased as questions

## Document Trends

- I need to know when a student continually prompted in a given area or in general
  - 2-5 prompts on every patient in a single area
  - No improvement as a whole after multiple prompts
- Indicates need for an action plan, or additional clinical/lab time
- Also document trends of improvement

## Other “things”

- Establish a time limit to the point of care. (Obviously varies by patient/event).
- Students need to verbalize. (Verbalize to patient and preceptor).
- Preceptors should respond with “why.” (Keep the students thinking vs cookbook treatments).

## Daily Field Internship Briefings

- Brief partner without student present. (Where the student is at and what the objectives are for the shift).
- Follow up with student from the prior shift. (Areas to work on and improve, new objectives)
- Brief student on each phase. (Brief when ending or beginning a phase, Specific goals for that phase, Specific objectives that include the minimum for that phase completion).

## DO NOT ALLOW EXCUSES!!!

### Student Safety

- Protect students at all times; as if they were your coworkers.
- **In the event of an injury or exposure:**
  - Treat student and transport to hospital if warranted.
  - Notify Clinical Coordinator as soon as possible.
  - Student needs to fill our 801, 802 forms for workers compensation no less the 24 hours after incident.

*\*\*\*More detailed information in Field Internship and Clinical Manual\*\*\**

If there are any questions, please refer to more detailed Lane Field internship or Paramedic Clinical manual. If you still have questions, you may contact the program clinical coordinator at any time.

Lane Community College thanks you again for your time and your commitment to molding future health professionals.

**Please complete a preceptor verification form or roster!**

[EMS Preceptor Acknowledgment & Information](#)

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