

Requirements to be a Preceptor and Clinical Site
University of Wisconsin-Milwaukee Master of Science in Athletic Training Program

Preceptor must:

- Be appropriately credentialed and possess up-to-date license
- Complete **preceptor training:**
 - First time preceptors must complete an online training, meet with the Clinical Education Coordinator, and take a post-training assessment prior to supervising a student.
 - All preceptors must attend a face-to-face preceptor workshop held in July a minimum of once every two years.
 - For the 2017-2018 year, there is a one-time exemption of the 2 year workshop requirement. Any preceptor who attended a workshop since 2013, and has had regular communication with the Clinical Education Coordinator is eligible to supervise a student in the 2016-2017 year.
 - For the 2018-2019 year, any preceptor who's last attendance at a face-to-face preceptor workshop was in 2016 or before must attend in July 2018 to be eligible to supervise a student in the 2018-2019 year.
- Be willing and able to comply with UWM MSAT program policies and procedures
- Be willing and available to provide instruction and feedback to the student, answer questions, complete evaluations of student performance as scheduled.
- Provide copies of BOC (or other credentials as appropriate) and state licensure cards
- Regularly communicate with the Clinical Education Coordinator regarding site and students
- Schedule an orientation meeting with the student prior to the first day of the clinical experience, which should cover:
 - Student clinical performance evaluations
 - Semester goals and objectives (beginning, mid and end of placement)
 - Clinical performance assessment (beginning, mid and end of placement)
 - Professional behaviors assessment (beginning and end of placement)
 - Student goals
 - Expectations of student and preceptor
 - How student and preceptor should communicate
 - Schedule of when student will be present at clinical site
 - Dress code expectations for games and practices
 - Review clinical progression requirements and description of clinical experiences
 - Review of EAPs for site
 - Review of safety procedures specific to site
 - Review of eValue and documentation needed throughout clinical experience
 - Case Logs
 - Clinical Integration Proficiencies (CIPs)
 - Logging hours

Site must:

- Not discriminate based on sex, ethnicity, religious affiliation, or sexual orientation
- Provide a safe environment for students to learn
- Provide program with appropriate documents that show compliance with all Commission on Accreditation of Athletic Training Education (CAATE) standards including:

- Copies of all emergency action plans for all venues at site
 - Copies of therapeutic equipment calibrations and maintenance
 - All therapeutic equipment at all sites must maintain equipment calibration and maintenance according to the manufacturer's guidelines
 - Copy of electrical equipment safety check
 - Completed Therapeutic Equipment Table
 - Blood borne pathogen policy
- Provide students will access to and use of proper sanitation precautions (e.g. hand washing stations)

If there are any questions concerning this document please contact the Clinical Education Coordinator, Dr. Hayley Ericksen, prior to the student being placed at your site.