

Thank you for your interest in working with a T-10 Extern from Northwestern Health Sciences University. This is a brief summary of the Preceptorship Program and the expectations for both the student and the supervising doctor. If you would like additional information about this or any other clinical program at Northwestern, please contact Dr. Lynne C. Hvidsten at (952) 885-5455 or [lhvidsten@nwhealth.edu](mailto:lhvidsten@nwhealth.edu).

## **The Northwestern College of Chiropractic**

AT NORTHWESTERN HEALTH SCIENCES UNIVERSITY

# ***PRECEPTORSHIP PROGRAM***

Northwestern created the first preceptorship program in chiropractic education over 25 years ago. Formally known as the "Chiropractic Physicians Associate Program", it is designed to provide an enhanced clinical experience for students in their final term who have already completed all quantitative requirements for graduation set by the Council on Chiropractic Education (CCE). While some colleges allow their students to graduate after completing these CCE requirements, Northwestern believes strongly that the additional practical field experience, working closely with an experienced doctor, better prepares its students to make the successful transition to licensure and practice. In recent years, over 96% of our students have been able to participate in this program. Thanks to the invaluable contributions of time and effort of these committed preceptor doctors, the program is consistently rated as one of the most significant learning experiences of the student's entire education.

### **THE ROLE OF THE DOCTOR IN THE PRECEPTORSHIP PROGRAM**

The qualified doctor who agrees to serve as a preceptor for the student will have a significant impact on the development of that individual's clinical and professional identity. The extern already has a solid knowledge base, and a fair amount of clinical experience through his/her previous four internships. What the student needs now is to "put it all together", learning from you all of the nuances of managing a successful practice and delivering quality patient care. As a mentor, the student will be looking to you to learn not only technical clinical and business details, but also how to be a professional who balances work, family, community, and spirit.

#### **To qualify to be a Preceptor for Northwestern, the doctor must:**

- ↻ In Minnesota, must have been licensed (as a chiropractor) and in practice in Minnesota for the previous three years. In all other jurisdictions, be licensed and in practice as a licensed doctor of chiropractic in that jurisdiction for at least five years.
- ↻ Have a current and past record of good standing with the state/provincial Board of Chiropractic Examiners;
- ↻ Meet the minimum malpractice insurance policy requirements (\$1,000,000/\$3,000,000);
- ↻ Provide documentation of being current with Basic Life Support training;
- ↻ Have on file, in our office, an up-to-date "*Faculty Application and Profile*", supported by current copies of the declarations page of the malpractice insurance policy and of the doctor's license;
- ↻ Have practice in a manner that is consistent with Northwestern's Chiropractic Health Care Model
- ↻ Agree to abide by the stipulations of the contract that guide the nature and substance of the doctor/intern relationship. This includes the understanding that:
  - the student is interning under the doctor's supervision and license;
  - the student is covered by the college's group malpractice insurance policy;
  - the preceptor is always onsite when the extern is engaged in any kind of patient contact;
  - the extern must receive regular direct supervision and feedback.

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## SETTING UP A PRECEPTORSHIP

Students are expected to research and arrange their own T-10 Preceptorship, utilizing resources available in the Dept. of Clinical Education to help find a good opportunity that meets their needs. It is Northwestern's hope and expectation that the extern/preceptor relationship will be one that is mutually beneficial to both parties. The preceptorship is designed to allow some flexibility and may be tailored to fit the individual developmental needs of the student within the context of the opportunities available in the doctor's office. We encourage the preceptor to provide the broadest range of experience possible, including patient contact as allowed by state/provincial regulations.

**When the student finds an appropriate doctor/practice, the following contractual documentation must be completed:**

- ↻ The student and the doctor should negotiate a *learning agreement plan* (attached to the contract) that identifies specific learning objectives and outlines expectations for both parties. Completion of this exercise is consistently reported to improve the quality of the experience.
- ↻ The student and doctor must submit a signed *contract* to the Dept. of Clinical Education that formalizes the placement. We will, in turn, issue a letter appointing the doctor as an adjunct faculty of the college for the duration of this particular placement. A letter is also sent to the state board informing them of the placement and seeking the state board's approval.
- ↻ Some states/provinces have separate applications and deadlines that must be attended to. Details are available from the state/provincial board or from our office.

**The Requirements for the Student Extern in the Preceptorship include:**

- ↻ Completion of 25-40 documented hours each week of the term
- ↻ Completion of a minimum 300 documented hours over the course of the term  
(30 of which may be used as time away from clinic hours, as negotiated with the doctor);
- ↻ Being present in the preceptorship site for the full duration of the contract / term;
- ↻ Satisfactory completion of a specified T-10 assignment;
- ↻ Participation in evaluations of intern performance (conducted by the doctor) at the mid-point and end of the preceptorship;
- ↻ Completion of an evaluation of the preceptorship experience at the end of the term.

It is also the college's expectation that the student conduct himself/herself in a highly professional manner in all interactions while in the doctor's office. It is important that the doctor lay out clear expectations for the student in terms of performance, decorum, attendance, etc., and that the extern adhere to these standards just as a doctor or employee in the office would. On the other hand, it is important to keep in mind that this should be first and foremost a learning experience, and some measure of flexibility and understanding may be required on the part of the supervising doctor. The Department of Clinical Education is available to render assistance if any problems should arise.

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*We at Northwestern truly appreciate your interest in contributing to the future success of our students and to the betterment of the chiropractic profession in general. Please contact our office if you require additional information about our program, the students involved, or the role you could potentially have in clinical education.*