

# Preceptor Guidelines



Western  
University  
OF HEALTH SCIENCES

College of  
Veterinary Medicine



## **CVM 7560 Selective Public Policy Rotation**

- The Preceptor must be a public policy professional with at least five years of direct responsibility for public policy analysis and/or advocacy.
- If the Preceptor is certified through a foreign certification body, the certification process must demonstrate standards comparable to those of the relevant US national certification body or program. If there is no comparable national certification body or program, approval is at the discretion of the Committee on Clinical Instruction (CCI).
- The Preceptor must work directly with the student and provide ongoing supervision, monitoring and feedback of the student's performance, with learning objectives and assessment documents provided by the college. The Preceptor must ensure that the student knows which doctor(s) will provide input for the evaluation.
- The Preceptor's caseload/activity level must be of an adequate number to provide a rich educational experience. The majority of the cases must include public policy analysis, advocacy or both.
- The Preceptor at the site must be able to provide the student with at least 40 hours of contact time per week. If the primary Preceptor works at a site part-time, and the student will be working with multiple doctors, the approximate weekly work hours of each doctor must be indicated on the Preceptor Enrollment Form as well as the corresponding Clinical Site Enrollment form.
- The Preceptor must provide for an orientation to the site, including policies, procedures, and assessment criteria/expectations.
- The Preceptor must allow WesternU-CVM faculty to visit the student when necessary or as scheduled. The Preceptor must allow the student to attend any videoconference rounds as scheduled by WesternU-CVM faculty.
- If relevant to the rotation, the preceptor must provide a collaborative learning environment with student participation as a team member in the management of the patient (or patient/population), including the diagnostic and treatment plan based on signalment, history, physical examination findings, imaging studies, clinical pathology reports and problem-oriented decision making.
- The Preceptor must ensure the availability of reference resources available on-site either in electronic or paper form. If the practice is strictly ambulatory/mobile, reference material should be available in the ambulatory vehicle in either hard copy or electronic format.
- State Veterinary Licensing Board (or regional equivalent) actions against the Preceptor (if applicable) may impact approval.
- The Preceptor should refer to the Preceptor Handbook (additional copies available upon request) for further clarification of any of the above points.

# Clinical Site Guidelines



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## **CVM 7560 Selective Public Policy Rotation**

- The site must be a governmental agency or a public or private organization engaged in public policy analysis and/or advocacy.
- There must be the presence of or access to appropriate computer facilities, research materials, sample communications materials as well as operational policies and procedures consistent with the mission of the site.
- The site must provide a collaborative learning environment with student participation as a team member in the management of the patient (or patient/population), including the diagnostic and treatment plan based on signalment, history, physical examination findings, imaging studies, clinical pathology reports, and problem-oriented decision making.
- There must be reference resources available on-site either in electronic or paper form. If the practice is strictly ambulatory/mobile, reference material should be available in the ambulatory vehicle in either hard copy or electronic format.
- State Veterinary Licensing Board actions against the practice or clinician(s) in the practice may impact approval.
- The site must maintain a current and clear premise license as required by state or local laws (if applicable).