

KANSAS HOSPITAL



ASSOCIATION

Kansas Nurse Preceptor Academy

Workforce Program

**April 27
Topeka**

**May 5
Colby**

**May 22
Wichita**

**June 2
Garden City**

Overview and Purpose

This one-day, intensive training academy prepares bedside nurses to be preceptors for new nurse hires. The mission is to take a proactive approach in the education and support of nurse preceptors across Kansas. Dedicated and competent nurse preceptors are vital to the enrichment of self worth within the individual nurse; to the retention of nurses in the nursing profession; and to the success of health care organizations. The goal is that those nurses who participate in this Preceptor Academy will continue to cultivate what they have learned and realize that their expertise and contributions to the profession are valued among their peers and by their health care organization.

Who Should Attend

This program is designed for nurses planning to be preceptors in a hospital or long-term care setting. New and experienced preceptors will benefit, as well as directors of nursing education, nurse preceptor/mentor program directors and directors of nursing.

Dates and Locations

April 27—Hyatt Place, 6021 SW 6th Ave., Topeka, KS

May 5—City Limits Convention Center, 2227 S. Range, Colby, KS

May 22—Newman University, 3100 McCormick Ave., ECK Hall, Room 124, Wichita, KS

June 2—St. Catherine Hospital, 401 E. Spruce St., Classroom 1, Garden City, KS

Program Schedule

7:30 a.m. - 8:00 a.m.	Registration and Continental Breakfast
8:00 a.m. - 8:30 a.m.	Overview of Preceptor Role
8:30 a.m. - 9:20 a.m.	Workplace Socialization
9:20 a.m. - 9:30 a.m.	Break
9:30 a.m. - 10:15 a.m.	Emotional Intelligence
10:15 a.m. - 11:00 a.m.	Conflict Resolution
11:00 a.m. - 11:45 a.m.	Lunch
11:45 a.m. - 12:45 p.m.	Clinical Teaching
12:45 p.m. - 1:45 p.m.	Learning Needs
1:45 p.m. - 2:00 p.m.	Break
2:00 p.m. - 2:50 p.m.	Professional Accountability
2:50 p.m. - 3:45 p.m.	Evaluation and Wrap Up

Return on Investment

Participants will gain essential preceptor knowledge and skills, strategies to improve retention of newly hired nurses, and tools to use with preceptees. A binder of resource materials is provided to each participant along with a certificate of completion and a preceptor lapel pin. Ongoing support is provided through monthly newsletters and quarterly continuing education opportunities. Interactive group discussion allows participants to learn from their peers and form support networks. A personality profile will be completed by each participant to aid in discussion about personal awareness when dealing with others.

The academy is designed to allow health care organizations to entirely outsource nurse preceptor training, but the curriculum could also serve as a very robust supplement to existing in-house programs. Valuable time and money spent developing and implementing preceptor training programs can be minimized by utilizing this standard statewide curriculum.

Course Objectives

At the completion of this program the participant will be able to:

- discuss the roles and responsibilities of the preceptor;
- identify strategies to support the preceptee in the socialization process;
- analyze the impact of personality type on communication and relationships;
- describe the process of developing a competency based orientation plan;
- identify methods of stimulating and evaluating critical thinking in the orientation process;
- describe the role of the preceptor in promoting professional accountability; and
- discuss components of effective preceptee evaluation.

FAQ's

Click on the attached link to view frequently asked questions (FAQ's).

Instructors

A committee of experienced nurse preceptors from across Kansas has been formed to present the curriculum for the spring 2009 pilots. Three of these members will be present at each of the pilot programs.

Participant Limit

Registration will be limited to 35 participants per program. Enrollment will be taken on a first-come, first-served basis. Because these are pilots, the intent is to gather feedback from as many different perspectives as possible. Therefore, no more than three participants per organization will be initially admitted. Additional participants from the same organization will be put on a wait list and admitted as space allows.

Registration Fees

The registration fee includes lunch, program materials, completion certificate, lapel pin, to the monthly Preceptor Newsletter (two-year subscription) and Insight Inventory[®] personality profile. The registration fee is reflective of the pilot phase of the project in that grant funds are being used to underwrite the majority of costs.

Continuing Education

The Kansas Hospital Association is approved as a provider of continuing nursing education by the Kansas State Board of Nursing (Provider No. LT 0031-0116). This program is approved for a total of 6.5 contact hours applicable for RN and LPN relicensure. Continuing nursing education certificates will be distributed at the end of the seminar to all paid attendees.

Attire

Business casual attire is suggested for this seminar. Temperatures in meeting rooms are somewhat difficult to control; therefore, we recommend you dress in layers to allow for these variances.

Special Services

The Kansas Hospital Association wishes to ensure that no individual with a disability is excluded or denied services due to the absence of auxiliary aides or services. If you need any of the aides or services identified in the Americans with Disabilities Act, please contact Christie Carney at (785) 233-7436, ext. 123, or ccarney@kha-net.org.

Sponsors

The spring 2009 pilot programs are supported by a grant from the United Methodist Health Ministry Fund and the Kansas Hospital Education and Research Foundation (KHERF). KHERF was awarded an Innovation Grant from the United Methodist Health Ministry Fund to support the Kansas Nursing Attrition and Clinical Collaborative (KNACC). One aspect of the KNACC project is to identify and leverage funding to pilot strategies that may decrease new nurse turnover rates. The KNACC collaborators, who are representatives from statewide nursing education, practice, leadership and government organizations, agreed that the Nurse Preceptor Academy model was one viable pilot strategy. A committee of four KNACC representatives was charged with modifying the copyright-protected academy curriculum to meet the needs of preceptors working in a wide variety of health care settings, identify innovative ways to increase access to the program, and ultimately conduct pilot programs across Kansas.



REGISTRATION

KANSAS NURSE PRECEPTOR ACADEMY

Registration Fee The registration fee for this program is \$75 and includes lunch, program materials binder, completion certificate, lapel pin, monthly Preceptor newsletter (two-year subscription) and Insight Inventory® personality profile.

Refund Policy No refund will be given for cancellations received after 5 p.m., 3 business days prior to the event. (This policy applies to all cancellations received in any manner, including mail, telephone, email or fax.) Registrations may be transferred to another individual.

Three Easy Ways to Register

E-mail – ccarney@kha-net.org (Credit card payment required)

Fax – (785) 233-6955 (Credit card payment required)

Mail – Kansas Hospital Association, 215 S.E. 8th Ave., Topeka, Kansas 66603-3906. (Check or credit card)

I will attend the following program(s):

April 27, Topeka May 5, Colby May 22, Wichita June 2, Garden City

Last Name: _____ First Name: _____

Title: _____

Organization: _____

Organization Address: _____ City, State, Zip: _____

Telephone No.: _____ Fax No.: _____

E-mail Address: _____

Nursing Continuing Educaiton (information required for RN/LPN):

Nursing License Number: _____

Registration Fees: \$75 per session

Make check payable to the Kansas Hospital Association and return the completed form to KHA, 215 S.E. 8th Ave., Topeka, KS 66603-3906.

Please mark method of payment:

- Check Enclosed. (Make check payable to KHA.)
- Credit Card Acct. #: _____
- Visa MasterCard Expiration Date: _____

Cardholder's Signature: _____ Print Name: _____

Questions: Contact Christie Carney by phone at (785) 233-7436 or by e-mail at ccarney@kha-net.org.