

Job Description of the Clinical Skills Preceptors

A. Purpose:

The position of Clinical Skills Preceptor (CSP) is designed to create and promote an UPSOM physician as an educator for clinical skills needed to start the Clerkship segment of medical school. The intent is to have a diverse faculty to provide representation and help the students begin to acquire a professional identity. The goals are:

- To create an inclusive and professional small group dynamic
- To use evidence informed methods to ensure the medical students have the clinical skills needed to start their clinical rotations
- To model and reinforce professional behaviors appropriate for physicians
- To develop a longitudinal relationship with a group of medical students
- To support development and use of assessments appropriate for the topics and settings.

B. Requirements to be a Clinical Skills Preceptors

1. UPSOM faculty including "Clinical-prefix" faculty, Non-tenure stream, and Tenure stream for at least 2 years, at appropriate ranks or levels. They should have a MD or DO degree or equivalent and actively be involved in caring for patients either in a direct or advisory role.
2. Evidence of previous clinical skills teaching experience and/or evidence of formal training in medical education.
3. Divisional and departmental support to allow for the time commitments
4. CSPs will work one four-hour half-day per week, with an additional asynchronous hour weekly for faculty development (0.125FTE).
5. Salary support for the 0.125 FTE will be determined by the faculty's salary, capped at \$250,000

C. Activities to include:

1. Teach in the Patient Centered Care (PCC) Block courses and other related content (LAP, CAP, etc.) (Roughly 4 hr face-to-face time/week)
2. Provide Standardized Patient training and feedback
3. Provide patient identification for exam/interview practice
4. Maintain a safe learning environment
5. Availability to directly observe and provide feedback to non-cohort students in clinical skills within the above time restrictions
6. Attend faculty development which will include faculty retreats, regular debriefing meetings, and faculty development sessions.
7. CSPs should assist in covering other groups as needed, when other CSPs are on vacation or clinical service. A CSP should not miss more than four weeks of the curriculum per year without explicit prior approval.
8. The Clinical Skills Preceptor will provide formative and summative assessment of learners, including narrative feedback
9. Assist in the remediation of learners
10. Assist with case/curriculum development
11. Other duties as assigned

12. The CSP job will be renewable every two years at the discretion of the Assistant Dean for Foundations
13. The CSP will report to the CSP Lead, with guidance provided by the PCC block director and content lead(s). The Assistant Dean for Foundations will have overall oversight of the curriculum.
14. Faculty will be evaluated regularly to provide feedback and improve their educational and management skills