

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 third year 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. This will be **5 hour (0.125 FTE) commitment per week** (distributed largely in 2 half days blocks) over years
5. Salary support for the 0.125 FTE will be determined by the faculty's salary, capped at \$250,000
6. Activities to include:
 - i. Teach in the Patient Centered Care (PCC) Block courses (for example: IMI, IPE, AMI, APE, CE, & CP) (Roughly 4 hr face-to-face time/week)
 - ii. Be available to directly observe and provide feedback to non-cohort students in clinical skills within the above time restrictions
 - iii. Attend roughly 1 hour of faculty development a week (on average), which will include regular debriefing meetings and faculty development sessions
 - iv. 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 six weeks of the curriculum per year without explicit prior approval.
7. The Clinical Skills Preceptor will provide formative feedback to the students in their small groups, although they will not provide final summative evaluation. They may evaluate and grade students in other capacities in the curriculum, allowing them to serve in other important roles in the curriculum, including course directors, rotation supervisors, and elective supervisors.
8. The CSP job will be renewable every two years at the discretion of the Assistant Dean for Foundations
9. The CSP will report to Assistant Dean for Foundations or designee
10. Faculty will be evaluated regularly to provide feedback and improve their teaching skills