Preceptor Program – workshop
Orange

[If you cannot attend a workshop, this module is also offered in flexible mode (self-directed study)]

Who should attend?

- If your current work role incorporates a preceptor or mentor component and you wish to refresh your knowledge
- If your work role is just beginning to incorporate a preceptor or training or mentoring component
- If you are keen to make the learning experiences of new staff and students enjoyable, effective and rewarding
- If you are interested in making a positive difference to the learning environment in your workplace

People in a number of different positions will find this workshop beneficial: past and current enrollees include nurses, administration staff, ambulance officers, allied health staff.

When?  Mon. 26th – Tues. 27th March 2007

Where?  Conference Room, Parkview, Bloomfield Hospital, Orange

What time?  08.45 – 16.30 both days.

Book your place early – numbers limited to 20

Note: completing the preceptor module is in 2 steps-
1. Attending the workshop for the full two days and participating in all associated workshop activities
2. Completing a reflective workplace journal about your first preceptor experience, after you have completed step 1 above.

Does the module include assessment?
Yes—the activities within the workshop and the reflective journal form the assessment. You need to successfully complete both to gain your preceptor certificate and badge.

What are the learning outcomes?
How do I enrol?
Are there any fees?

See details on the next page!
Enhancement of Isolated Practice Program - Enrolment form

Please discuss your enrolment in this course with your supervisor before enrolling

Fax, e-mail or hand deliver this completed form to the Broken Hill University Department of Rural Health (contact details below). On our receipt of your enrolment form you will receive confirmation of your place on the workshop via email, fax or mail. You will receive a program of the workshop, details about how to get there and parking and any required pre-reading approximately 3 weeks prior to the workshop. Morning/afternoon teas and a light lunch are provided.

Please book early to avoid disappointment. PLEASE inform us in good time if you are unable to make it, so that we may offer your place to someone else (tel 08 8080 1200).

Good news-currently there are no fees charged for this module.

Your contact details – please complete all sections

Name:
Home address:
Workplace address:
Occupation:
Phone Home       Phone Work
E-mail
Fax
Aboriginal and/or Torres Strait Islander: ☐ Yes ☐ No

I wish to enrol in the Preceptor Program *Workshop: Orange
☐ Mon. 26th – Tues. 27th March 2007

Signature

Special dietary needs:

Ready to enrol? - please fax or email this completed enrolment form to the Broken Hill University Department of Rural Health, to:

Lyn Singleton:  lsingleton@gwahs.health.nsw.gov.au
Tel 08 8080 1200       Fax 08 8087 5240

Address  Broken Hill University Department of Rural Health
          PO Box 457
          Broken Hill  NSW  2880

We recommend you keep a photocopy of this form for your own records

Learning outcomes for the preceptor program

On completion of this module you will have:
1. Explored definitions, roles, responsibilities and legal/policy aspects of preceptorship
2. Discussed the concepts, models and practices of adult learning and teaching
3. Considered a range of effective communication techniques and how these can be applied in your workplace
4. Explored teaching and learning strategies applicable to your workplace
5. Been introduced to the concept of workplace conflict.

* The preceptor program is Module 16 of the Enhancement of Isolated Practice Program. The preceptor program works well as a stand-alone course; however if you are interested in finding out more about other modules available in the Enhancement of Isolated Practice Program (aimed at health practitioners working in rural and remote areas), please telephone the Broken Hill University Department of Rural Health on 08 8080 1200 or visit our web-site:  http://www.drh.med.usyd.edu.au