Preceptor Development and Support Subcommittee (PDSS)

Terms of Reference

CPRB 2.1.4. Preceptors

Standard  The resident shall be under the preceptorship of individuals who have the experience, desire and aptitude to teach.

Requirements

R.1) A preceptor shall have the knowledge, skills and practice experience to act as a role model and to assist in the development of the resident’s skills.
R.2) A defined process shall be in place for orientation of new preceptors.
R.3) Continuing preceptor development shall be made available to all instructional staff.
R.8) A defined process shall be in place for preceptor self-assessment and incorporation of constructive feedback provided by the resident, program coordinator, program director, and (where applicable) other preceptors and members of the interprofessional team.

Role of PDSS

The PDSS serves as a working group to support the preceptor development and support for the LMPS residency programs (Year 1 and Year 2).
1. Ensuring CPRB standards related to preceptors development and support are met.
2. Establishing criteria for ongoing preceptor development in our program.
3. Assist the Program Coordinator to create, source and deliver ongoing preceptor development (education) activities based on regular preceptor needs assessment.
4. Liaise with the Program Coordinator to provide additional preceptor support on-site if there is a specific need. (i.e. struggling learner)

Accountability

The PDSS is a subcommittee of the Year 1 Residency Advisory Council, providing periodic updates and recommendations to the RAC as needed.

PDSS Membership

Sites within LMPS who have 60 days or greater of residency-related training per year will provide a member to serve on the PDSS.
Members on the PDSS should have at least 4 years of residency preceptorship experience.
The Year 1 Program Coordinator will chair the PDSS.

**Role of PDSS Members**
- Participate in the 3-4 annual meetings of PDSS (teleconference will be available)
- Assist in the content development of preceptor development/education sessions.
- Assist in the delivery of the preceptor development/education session at their work site (along with the Program Coordinator as needed).
- Provide suggestions for support and development of new and experienced residency preceptors.
- Identify any topics of preceptor struggles or support needs for discussion at the meetings.

**Duration of the Membership**
Membership on the subcommittee is for 2 years beginning on September 1. Terms are renewable at the discretion of the Chair.