

Mosby's Preceptor Course

Orienteer Evaluation Tool



ELSEVIER | **Mosby**

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Mosby's eLearning

Preceptor:

Orientee:

Check one: Weekly Evaluation Monthly Evaluation Final Evaluation

Other (*describe*) _____

Date: _____

Rating scale 1-5: Strongly disagree =1; Strongly Agree = 5

Activity	1	2	3	4	5	Comments
Communication & Interpersonal Skills						
Communicates needs to preceptor confidently & clearly						
Communicates needs confidently & clearly to staff						
Communicates patient condition confidently & clearly to physician						
Communicates confidently & clearly to other healthcare professionals e.g. Resp. Therapy						
Communicates confidently and clearly to patient & family						
Demonstrates cultural sensitivity in communications with patient/family/healthcare professionals						
Demonstrates conflict resolution skills						
Demonstrates appropriate delegation skills						
Provides clear and accurate shift to shift report						
Communicates relevant, clear, and accurate information during patient's transition to another level of care						
Critical Thinking Skills						
Asks relevant questions in order to understand patient						

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Activity	1	2	3	4	5	Comments
situations						
Uses nursing process to make decisions related to patient care						
Recognizes and reports adverse changes in patient's condition						
Implements appropriate interventions in response to adverse changes in patient's condition						
Interprets diagnostic and lab tests relative to patient's condition						
Documentation						
Documents assessment findings according to policy & procedure						
Documents patient care according to policy & procedure						
Documents medication administration according to policy & procedure						
Documents communication with physician, NP, and/or PA according to policy & procedure						
Knowledge						
Demonstrates knowledge of policy & procedures						
Demonstrates knowledge of assigned patient's condition						
Demonstrates knowledge of anatomy & physiology						
Demonstrates knowledge of drug therapy						
Demonstrates knowledge of diagnostic & laboratory studies						
Demonstrates knowledge of cultural diversity						
Demonstrates knowledge of Scope of Practice						
Demonstrates knowledge of regulatory requirements						

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Activity	1	2	3	4	5	Comments
Demonstrates knowledge of evidence-based practice						
Medication Administration						
Prepares medication according to organization policy & procedures						
Uses 5 "rights" for medication administration						
Administers medication within policy time frame						
Documents medication administration according policy & procedure						
Assesses patient response to medication						
Patient Care and Safety						
Completes relevant assessment for assigned patient(s)						
Recognizes risks associated with individual patients						
Implements safety interventions for patient at risk for injury						
Applies evidenced-based practices when providing patient care						
Recognizes and reports unsafe practices						
Demonstrates cultural sensitivity in providing care/education to patient & family						
Demonstrates patient advocacy						
Provides timely and relative patient education						
Prioritizing						
Completes tasks within expected timeframe						
Manages multiple responsibilities effectively & efficiently						

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Activity	1	2	3	4	5	Comments
Procedure & Skills						
<i>Insert specific procedures and skills; add additional rows as needed</i>						

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