

Roles and Responsibilities of the Externship Site, Preceptor and Universities

Roles and Responsibilities of the Externship Site

- To uphold and enforce the Academy's standards for professional ethics and scope of practice
- To model "best practice" in clinical assessment and treatment
- To provide the student an appropriate level of supervision and mentoring aimed at moving the student toward greater independence
- To promote professional growth (e.g. participation in grand rounds, staff meetings, clinical research, etc.)
- To abide by state and federal mandates pertinent to audiology and patient care

Clinical supervision and mentoring will be provided by a licensed audiologist with clinical experience and credentials that meet the standards of the individual university program.

Roles and Responsibilities of the Preceptor

Clinical preceptors will have sufficient time, sufficient depth and breadth of experience, and the personal qualities necessary to:

- Promote and facilitate clinical skill development
- Serve as a role model for professionalism
- Provide timely and constructive feedback to the student and University, including formative and summative assessment
- Model and teach best practices in clinical audiology using an evidence-based approach
- Facilitate the personal and professional growth of the student
- Ensure that the ethical and legal practices of the profession are upheld /LI>
- Emphasize the need for lifelong learning by encouraging continuous professional education and pursuit of knowledge through research and professional literature
- Assure that the student holds the needs of patients and their families in highest regard
- Promote the development of administrative skill in the student, including effective record keeping, report writing, and knowledge of reimbursement issues

- Facilitate the student's ability to set clinical goals
- Encourage self-assessment on the part of the student
- Maintain a balance in the triadic system of patient, preceptor, and student
- Encourage the student's independent clinical practice
- Seek continuing education in clinical mentoring and the supervisory process

Joint Responsibilities of Clinical Sites and Universities

Universities and clinical sites will form partnerships that result in the joint negotiation and documentation of affiliation agreements and/or letters of understanding that describe:

- Where clinical service will be provided
- Who will be responsible for assuring patient access and clinical supervision
- Specific clinical activities in which the student will be involved
- The roles, responsibilities, and relationship of the university, the student, and the preceptor
- A timeline for and description of the methods to be used for formative and summative evaluations
- Other requirements at the externship site (e.g., infection control procedures, HIPAA compliance, physical examinations, etc.)
- Proof of professional liability insurance for the student and preceptor
- Credentials of professionals involved in the clinical education of the student
- Policies and procedures regarding medical or vacation leave during the externship
- Policies and procedures regarding payment of stipends or other financial compensation, if applicable
- A description of how the above expectations will be monitored, confirmed, and if necessary, revised
- A timeline for and description of the methods to be used for evaluation of the clinical site and preceptor/s at the conclusion of the externship placement