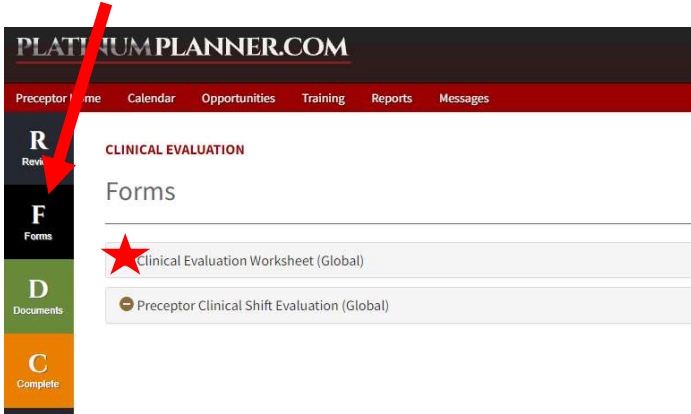


## Field Preceptor Documentation – Student Evaluations

There are two areas that must be reviewed: overall performance and individual call evaluations.

### Overall Performance

1. Navigate to the Forms Tab and click the Clinical Evaluation Worksheet tab.



2. Click Fill Out Form to complete the overall shift evaluation.

CLINICAL EVALUATION

### Forms

The screenshot shows the 'Forms' section with a dropdown menu for 'Clinical Evaluation Worksheet (Global)'. Below the dropdown, there is a message: 'You have not yet filled out this form.' A red box highlights the 'Fill Out Form' button.

### Individual Call Evaluations

If this section is not completed, the student will not receive credit for their Assessments or Skills.

1. Choose the Preceptor Clinical Shift Evaluation Tab. Here you will see a summary of each patient your student has documented. Click **Edit** to review the student's documentation and evaluate them.

CLINICAL EVALUATION

### Forms

The screenshot shows the 'Forms' section with a dropdown menu for 'Preceptor Clinical Shift Evaluation (Global)' (marked with a red star). Below the dropdown, there is a patient summary: 'Patient 1 (Male, 50 years, ALS, Allergies/Stings)'. The form includes sections for 'Comment on any unsatisfactory ratings or discrepancies:' and 'Overall plan for improvement for future shifts:', each with sub-sections for 'Student:' and 'Preceptor:'. A red box highlights the 'Edit' button at the bottom right.

- You must click on **each Patient tab** to review the student's documentation. If the student completed the PCR narrative, they only need to document the patient demographics (age, gender, CC) and the run number. If the student DID NOT complete the PCR narrative, they must document a narrative here.

Clinical Shift Evaluation Worksheet

Patient Contacts

**Patient 1 (Male, 50 years, ALS, Allergies/Stings)**

Age	Gender	Patient Contact Type
50 years	Male	ALS

**Patient Complaint**  
Allergies/Stings

**Summary of treatments rendered successfully by student**  
Airway Management Assessment of Medical Patient - Adult

**Patient Notes (Level of Consciousness/Event Circumstances/Medications)**

**Impression and/or Differential Diagnoses**

**IMMEDIATE PLAN FOR IMPROVEMENT FOR NEXT CONTACT**

Ratings

<b>Not Applicable</b>	Not needed or expected.
<b>Unsuccessful</b>	Required excessive or critical prompting; includes "Not attempted" when student was expected to try.
<b>Marginal</b>	Inconsistent, not yet competent.
<b>Competent</b>	Successful; no prompting

Clinical Objective	Student Rating	My Rating
Pt Interview + HX gathering	Not Applicable	<input checked="" type="radio"/> Not Applicable <input type="radio"/> Unsuccessful <input type="radio"/> Marginal <input type="radio"/> Competent
Physical Exam	Not Applicable	<input checked="" type="radio"/> Not Applicable <input type="radio"/> Unsuccessful <input type="radio"/> Marginal <input type="radio"/> Competent
Impression Tx Plan	Not Applicable	<input checked="" type="radio"/> Not Applicable <input type="radio"/> Unsuccessful <input type="radio"/> Marginal <input type="radio"/> Competent
Skill Performance	Not Applicable	<input checked="" type="radio"/> Not Applicable <input type="radio"/> Unsuccessful <input type="radio"/> Marginal <input type="radio"/> Competent
Communication	Not Applicable	<input checked="" type="radio"/> Not Applicable <input type="radio"/> Unsuccessful <input type="radio"/> Marginal <input type="radio"/> Competent
Professional Behavior (Affect)	Not Applicable	<input checked="" type="radio"/> Not Applicable <input type="radio"/> Unsuccessful <input type="radio"/> Marginal <input type="radio"/> Competent
Team Membership	Not Applicable	<input checked="" type="radio"/> Not Applicable <input type="radio"/> Unsuccessful <input type="radio"/> Marginal <input type="radio"/> Competent

**COMMENTS and IMMEDIATE PLAN FOR IMPROVEMENT FOR NEXT CONTACT**

Accept (By checking this box, I am applying my initials to this document.)

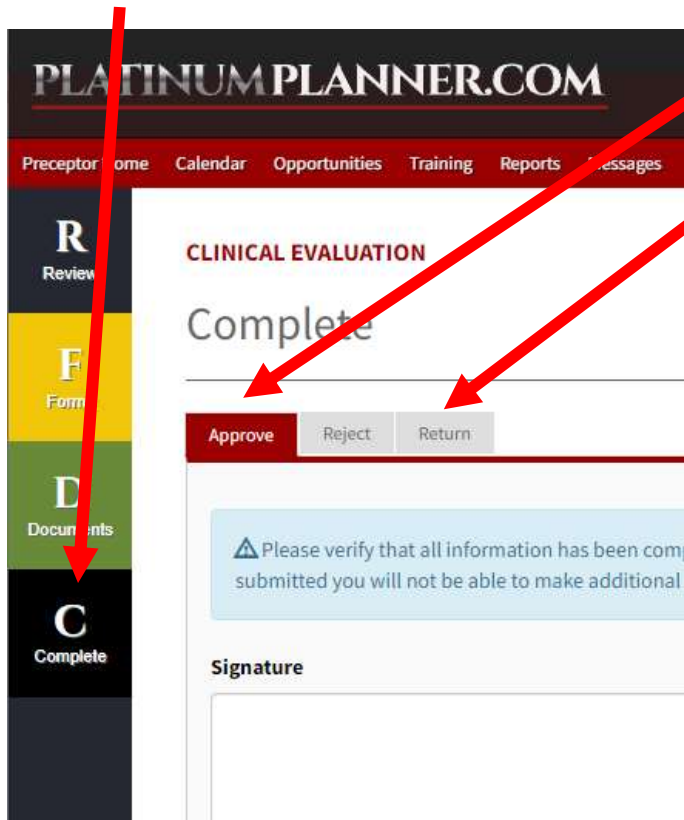
Please review the Clinical Objectives Ratings. Once students are cleared for Team Leads, the Team Membership row will automatically change to Team Leadership.

\*\*This is the only way to indicate the student has successfully completed a Team Lead call.

At the very bottom of this section, you must click Accept for the student to receive credit.

## Complete and Submit

1. Navigate to the Complete tab.



If the documentation is satisfactory, sign in the signature space and click Approve Documentation.

If you would like to request the student make changes and return to you, choose the Return tab, type out the requested changes and click Return Documentation.

The reject tab should only be used if the student never attended the clinical and the documentation has been falsified. In this event, please reach out to me immediately.

Please reach out with any questions or concerns. Thank you for supporting our program and our students!

### **Autumn Talley**

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