Piedmont Technical College

Course Information Sheet

Course Title: Preceptorship
Course Prefix/Number: VET 180

COURSE-SPECIFIC GRADE CALCULATION
Advanced notification of any changes will be provided to the student.

At the midpoint of each term (excluding summer and condensed terms), the instructor will assign a midterm grade for each student. The following grade designations will be used:

S = Satisfactory; M = Marginal; U = Unsatisfactory; W = Withdrawal

For all Health Science courses, the student will also receive quarterly advisement with the instructor.

At the end of each term, letter grades are given in all courses to indicate the quality of work done by the student. The following grade designation will be used: A = 94-100; B = 85-93; C = 75-84; D = 70-74; F = 69 and below; W = Withdrawn, NC = No Credit, Re-enroll.

Externship Evaluation of the Student 20%
Daily Work Journal/homework assignments 20%
Case Study 20%
Competency/Skills Completion 20%
Documented Completion of Hours 20%

Total 100%

C is a passing grade for this course. Any grade below 75 is not a passing grade. Please note that there will be no rounding of grades. (Example: 74.5% will not be rounded up to 75%.)

No work/hours/skills/evaluations will be accepted after the last day of the semester.

June 2, 2021
EXPLANATION OF SPECIFIC PROCTORED EXAM INFORMATION
N/A

LAB/CLASSROOM SAFETY STATEMENT
Piedmont Technical College Laboratory Safety Statement:
Lab Safety Statement (www.ptc.edu/courseinfo/safety.pdf)

Classroom Safety Statement:
See assignment that requires a signature in D2L Assignments.

COURSE CONTENT OUTLINE
Advanced notification of any changes will be provided to the student.

Modules/Units

Module/Unit 1

Competencies:

Time Requirements

Submit a letter of verification of the hours spent with the practice. The student is required to complete 90 hours in VET 180 Preceptorship. These hours must be completed during the academic summer semester. This means the student should be spending 9 hrs per week in a practice. The student should work the entire work day for the clinic. For example, if the clinic is open 8:00 to 5:00 this would count for nine hours and assuming there is a one hour lunch break. The time sheet should be signed off daily by the clinic supervisor.

The student is expected to be dependable and prompt at all times. The student will be assigned a work schedule by the supervisor at the practice. In addition, students agree to abide by the clinic’s policy, including policy on dress code.
Module/Unit 2

Competencies:

Homework Assignments

The student will be required to complete homework assignments to prepare for case study writing. Homework will be submitted through D2L Assignments.

Module/Unit 3

Competencies:

Case Studies

One case study is required for VET 180 Preceptorship and a rough draft of the case study will be required and submitted according to the due date. The due dates are posted in the calendar in D2L. The case studies must be submitted through D2L assignments. Any case study submitted after the due date and time or submitted via email or by hand will not be accepted and will receive a grade of zero.

A rubric and case study example will be posted in D2L to give the student a guideline for how the case studies will be graded.

The client name and other personal information should be protected to remain anonymous.

Module/Unit 4

Competencies:

Evaluations

The veterinarian and/or veterinary technician at the practice will be asked to evaluate the student’s performance. This evaluation will help determine the student’s final grade for the course. It should be filled out by a person who worked directly with the student during the majority of the preceptorship. Additionally, the student will be asked to evaluate the practice. This evaluation will be sent to the practice anonymously to give feedback to the practice as well as help with placement of students in future externships.

Module/Unit 5
Competencies:

Skills Completion

At least 25 skills in the Essential Skills handbook must be signed off during the preceptorship. The evaluator for the skill to be checked off must be a licensed veterinary technician or veterinarian and he/she must be allowed to read the rubric associated with the skill prior to signing off on the skill completed. Check-offs in the Essential Skills Book must be recorded at the time the task has been successfully completed. It is the student’s responsibility to see that the signature has been obtained for the skill check-off.