**CBLC Preceptors:**

All students must complete a quality improvement project at either their adult OR pediatric site. Below is a list of preceptor roles and expectations if your student chooses to complete their QI project at your site.

**CBLC Preceptor Role and Expectations**

        Be the primary contact and mentor for student throughout their rotation, providing guidance and support for their QI project - ***Consider scheduling time every month to discuss QI progress***

       Educate students about existing EMR tools, clinic resources, examples of how QI is applied at your clinic on a daily basis, etc. Review QI processes and terminology with students as needed ***(students are assigned QI modules to cover QI basics)***.

        Be available to answer student questions – making a driver diagram, filling out their first A3 and creating the final poster tend to cause some anxiety for students ***(there are examples, templates and rubrics on Sakai that students can access; these are accessible to you on the*** [***www.med.unc.edu/teachingskills***](http://www.med.unc.edu/teachingskills) ***website)***

        Schedule routine touch points to provide clarity and build confidence during their QI journey

The goal for each student is to **develop and implement a QI project that is relevant to your practice area and complete 3 or more PDSA cycles**. They have specific deliverables (see below) periodically throughout the rotation. **Their final grade is dependent on timely completion of IHI modules and their final poster grade**.

*NOTE: there is also an aligned PQI quality coach for a sub-set of students; quality coaches will reinforce the messages above and provide supplemental QI mentorship*

**Summer 2019: QI Curriculum & Preceptor Sign-off milestones:**

         **Week 1-2:** Discuss examples of existing QI, EMR tools and clinic resources, early planning

* **Sign-off on Driver Diagram and Aim Statement by week 2 *(templates available)***
* Completion of IHI Modules by week 2 (required)
* PDSA #1 planned or started ***(PDSA worksheet available)***

         **Week 3-6:** Check in, project planning/implementation, work on A3

* Should have completed **1-2 PDSA cycles**
* **Sign-off on A3 by end of Week 6**

         **Week 7-10:** Check in, review progress, give feedback and make changes if necessary

* On track to complete 3 or more total PDSA cycles
* **Sign-off on A3 by end of Week 10**

         **Week 11-14:** Check in, review progress, start discussing poster prep/guidance,

* Start working on Poster ***(can be significant source of stress for students)***
* Address project sustainability and continued implementation
* **Sign-off on A3 by end of Week 14**

If you have any questions about the QI project, please reach out to Dr. Karina Whelan.