University of Arizona College of Medicine-Tucson Campus

Process for Vetting Community Faculty Preceptors

2014/2015

Approved by TEPC 4/1/2015

Rationale: Community faculty preceptors, within the Tucson area and at rural sites throughout our state, are important participants in our University of Arizona College of Medicine (UA COM) Tucson Campus teaching mission. The community sites offer unique perspectives and experiences to our medical students. We greatly appreciate the time and effort devoted by these preceptors. Our goal is to properly vet any new incoming community faculty preceptors for appropriateness and suitability in teaching our medical students and to make sure that they fulfill the requirements outlined below.

Details: The majority of community faculty preceptors that are properly vetted per the process outlined below will initially be appointed to the Clinical Assistant Professor level, on the non-tenure-eligible clinical track, within the appropriate clinical department as an associate (see definition regarding associate below). Faculty titles from previous institutions will be taken into consideration when deciding rank. This appointment will be effective once all of the required paperwork has been submitted and the faculty member has finished the University of Arizona online registration process.

Process:

Every community faculty preceptor being recommended for a faculty title within the UA COM system shall have the following:

- Board eligibility or certification within their specialty;
- Current Arizona medical licensure without restrictions;
- A sponsoring Banner University Medical Center Tucson or UA COM faculty member with approval of the sponsoring departmental Chair;
- Two internal Banner University Medical Center Tucson or UA COM supporting letters of recommendation attesting to their credibility and quality of teaching to our medical students;
- Ability to fulfill a minimum of 50 hours/year of direct teaching contact with UA College of Medicine medical students or other involvement in the educational mission (lectures, presentations, curriculum development, mentoring and advising students);
- Willingness to provide ongoing yearly documentation of the commitment for the minimum amount of 50 hours of required teaching contact with our medical students (or involvement in the educational mission).
- Yearly review of teaching evaluations which must demonstrate a satisfactory experience.
- Yearly review of clerkship data which must demonstrate an adequate number and appropriate types of patients for the clerkship.

An annual review of all preceptors will be conducted by clerkship directors to ensure the faculty member is able to maintain the 50 hours annual commitment to COM educational programs, their teaching evaluations demonstrate a satisfactory experience for the students, and they provide adequate numbers and appropriate types of patients for the clerkship.

Status Definitions:

Associates. University Associates include individuals such as unpaid faculty, principal investigators, visiting scholars, dissertation committee special members, and others who are regularly engaged in activities that directly support the University's teaching and research mission.

Affiliates. Affiliates are select individuals from agencies, institutions, hospitals and clinics that directly contribute service to the academic or research mission of the University and have been afforded contractual affiliate status by the Office of the Provost.

To access the 2014-2015 General Clerkship Instructor Manual, click here.