CONCERN - PRECEPTOR

This process should be used by the student to communicate their concern with a preceptor

The student informs RTC (PCP)/PEL (ACP) of their concern. The situation will be discussed either over the phone or in person. The student may be encouraged to share their concern with the preceptor, with assistance from the RTC or PEL. If the RTC or PEL determines the concern needs to be addressed through BCEHS, the student submits their concern in writing to the RTC or PEL. With permission from the student, the concern will be referred to the JIBC Program Manager. The Program Manager will discuss the situation with the student either over the phone or in person. Scheduling with this preceptor may be put on hold pending With permission from the student, the concern will be referred to the JIBC the outcome Coordinator, Practice Education who will refer the concern to **BCEHS Preceptor Programs.** BCEHS Preceptor Programs will refer the concern to an Operations Manager. If an investigation is required, the process could take several months. If corrective behavior is recommended, the BCEHS Operations Manager will prepare and monitor an action plan for the preceptor. The BCEHS Operations Manager will document the outcome and provide a copy to the JIBC Coordinator, Practice Education. The Coordinator, Practice Education will provide a copy to the Program Manager following JIBC confidentiality guidelines. Each organization keeps a copy for their records should there be a need to refer to it at a later date.