Preceptorship Checklist

This should be complete during the initial meeting

* Sign the learning charter
* Book in a list of dates for meeting & supervision time
* Set out a plan of action for the preceptorship programme including any additional training requirement
* Complete SWAT analysis
* Ensure job description and job plan is completed
* Share e-portfolio and preceptorship toolkit
* Complete governance maturity matrix
* Complete skill matrix
* Set out Key Performance Indicators
* Complete Personal Development Plan