**Recognition of Prior Learning for Preceptor/Clinical Teaching**

All staff wanting to become workplace preceptors are required to have 16 hours of preceptor or clinical teaching training hours prior to precepting new graduates. If you have completed 16 hours of training relevant to preceptorship or clinical teaching you are invited to apply for Recognition of Prior Learning. You will need to provide evidence that you have completed the training you indicate below.

Please complete all sections and email to [pdu@cdhb.health.nz](mailto:pdu@cdhb.health.nz)

|  |  |  |
| --- | --- | --- |
| Name | Designation | Employee Number \* |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Non CDHB Staff Contact Email (\*mandatory**)** | Work area & cost code or External Organisation Name | Work phone number and/or CDHB extension |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |

\* All correspondence from the programme administrators and/or facilitators will be via email

**Please indicate below the training you are applying for as Recognition of Prior Learning. This could be with or without a formal qualification**

|  |  |  |  |
| --- | --- | --- | --- |
| **Please highlight one** | **Location of training & qualification awarded (as applicable)** | **Date Completed** | **Evidence of completion** |
| **Preceptor training**  **Clinical Teaching & Learning**  **Other (please name in the next column)** |  |  | **\***  **Please attach a copy of your documentation showing evidence**  **of completion** |

\* verified training records, certificate of completion, qualification attainment.

**Retain a copy of this application for your records.**