

**FLORIDA HOSPITAL  
GRADUATE MEDICAL EDUCATION  
REQUIREMENTS FOR PRECEPTING ALLIED HEALTH STUDENTS**

I. Physician qualifications:

- A. Must be registered with the FH GME office with annual renewal.
- B. Must submit to the FH GME office a copy of an affiliation agreement with the school of the rotating allied health student.
- C. Must ensure that FH GME office has a current affiliation agreement with the allied health school of the rotating student.
- D. Must be board certified in the specialty of the rotation and an active member of the FH Medical Staff and in good standing.
- E. Must submit to the FH GME office evidence of participation in a workshop or conference on teaching and evaluating skills at least 4 credit hours annually.

II. Preceptor supervisory responsibilities:

- A. Physician attending must provide a syllabus to each rotating allied health student and submit a copy to the GME office. The syllabus must be updated on an annual basis. The syllabus includes but is not limited to the following:
  - a. General description of the rotation.
  - b. Learning objectives.
  - c. Rotation schedule.
  - d. Student responsibilities:
    - i. Registration with the GME office.
    - ii. Orientation with the AHP Coordinator prior to the start of the rotation.
    - iii. Complete I-Extend training when applicable.
    - iv. Obtain OPID and password.
    - v. Dress code in compliance with FH policies.
    - vi. FH badge and school photo ID to be worn at all times.
    - vii. Citizenship in compliance with FH policies.
  - e. Performance evaluation procedures.
- B. Physician attending must discuss the range of activities and participation of the allied health student at the beginning of the rotation which includes:
  - a. Obtaining medical history.
  - b. Performing an assessment.
  - c. Developing a plan.
  - d. Documenting in the medical record.
  - e. Documenting that the attending was present or that the documentation was discussed and verified with the attending.
- C. Physician attending must adhere to the following:
  - a. Student documentation must be completed immediately following the patient encounter.
  - b. Physician attending must refer in an active voice to the student documentation that is specific to the encounter and emphasize that the clinical decision making is under the purview of the attending.

- c. The attending must complete his/her own documentation and must co-sign the student note daily.
  - d. Every allied health student must work under the direct supervision of the attending at all times.
- D. All aspects of the patient care for which the attending wishes to bill are the responsibility of the attending. Allied Health student services are not recognized for reimbursement purposes.