

**Preceptor Agreement Between
Radford University Department of Physician Assistant Studies
AND**

This Agreement outlines responsibilities of the above parties when supervising and educating assigned Physician Assistant (PA) students during the clinical rotation experience.

Radford University Department of Physician Assistant Studies will:

1. Plan, implement, and administer the curriculum for students enrolled in the PA program.
2. Provide the student with general liability insurance as described in the Commonwealth of Virginia's Risk Management Plan which is authorized in Sections 2.2-1837, 2.2-1838, 2.2-1839, 8.01-195.4, 8.01-195.5, and 8.01-195.6 of the **Code of Virginia**.
3. Schedule and provide the preceptor with the name of the assigned student and planned educational objectives.
4. Provide the preceptor with an orientation to the clinical rotation and a copy of the rotation syllabus.
5. Provide the preceptor with sufficient copies of grade sheets, performance feedback forms, evaluation forms, and other paperwork required in his/her role as clinical preceptor.
6. Provide the preceptor with the name and contact number of the Clinical Coordinator, who will serve as liaison with the preceptor and his/her associated personnel.
7. Cooperate with the preceptor (and his/her affiliated institution) to require students to abide by the rules and policies of the preceptor's clinic or institution.

The Preceptor will:

1. Not permit the PA student to perform any medically related tasks or functions without supervision, which is defined as "the supervising physician being physically present or immediately available to provide guidance."
2. Ensure that tasks assigned to the student do not exceed those that a graduate PA would normally be allowed to perform.
3. At regular intervals, provide and document feedback to the PA student regarding his/her performance.
4. Grade the student's performance by completing the Preceptor Evaluation provided by the PA Department.
5. Return the Preceptor Evaluation to the PA Department within seven days of completion of the rotation.
6. Inform the Clinical Coordinator of student's poor or failing progress in the clinical rotation.
7. Inform the Clinical Coordinator of any unprofessional or inappropriate behavior displayed by the student.
8. Inform the Clinical Coordinator of any unexcused student absences within 48 hours.
9. Review the Radford University PA Student Preceptor Manual that has been provided.

As an agency of the Commonwealth of Virginia, insurance coverage is provided through the Commonwealth of Virginia Risk Management Plan that is administered in accordance with the **Code of Virginia**. The Plan provides commercial general liability insurance coverage to all agents (including students participating within the authorized scope of a clinical internship, externship, or other educational program in order to meet pedagogical requirements) of the Commonwealth.

This agreement shall become effective on the execution date of _____ and shall remain in effect for _____ year(s) unless otherwise terminated early through written notice to the other party with at least sixty (60) days notice in advance. At the end of said initial term, the agreement may be automatically renewed for one-year successive terms unless a party provides written notice of termination or non-renewal at least sixty (60) days prior to effective date, provided that any student(s) currently assigned to the Facility at the time of notice of termination shall be given the opportunity to complete the clinical experience at the Facility, such completion not to exceed three months. This Agreement may be automatically assigned by Radford University.

The performance of the Preceptor Agreement by either party shall be subject to force majeure, including but not limited to acts of God, fire, flood, natural disaster, war or threat of war, acts or threats of terrorism, civil disorder, unauthorized strikes, governmental regulation or advisory, recognized health threats as determined by the World Health Organization, the Centers for Disease Control, or local government authority or health agencies (including but not limited to the health threats of COVID-19, H1N1, or similar infectious diseases), curtailment of transportation facilities, or other similar occurrence beyond the control of the parties, where any of those factors, circumstances, situations, or conditions or

