



Town Hall

Preceptor Appointment Updates and Renewals



Agenda

1. UF Preceptor Renewals Process: What to Expect
2. The University's "Why"
3. Preceptor Benefits
4. Preceptor Highlights: Awards & Recognition
5. Wellness Days for APPE Students



1. UF Preceptor Renewal Process

- Every 5 years you will update your contact information and renew your Courtesy Preceptor appointment with UF
- Prompt for action coming by Email notification from:
 - OEP@cop.ufl.edu
 - Alert to upcoming process
 - UF COP HR – HR@cop.ufl.edu
 - Details and instructions
 - DocuSign
 - Short demographic form to update contact information and a renewal letter for preceptor appointment
- Complete DocuSign
- Renewal Letter Issued

2. "WHY" Renewals

UF / College of Pharmacy (COP)

Office of Experiential Programs (OEP)

- Need to Ensure accurate contact information
 - UF Full time Faculty Staff update this regularly
 - Preceptors historically only update changes with OEP not with HR
- Account for and ensure accurate university resource allocation for your benefits
- UF updated courtesy policy to reflect renewal requirement to provide more accurate affiliation management at the institution
 - <https://policy.ufl.edu/policy/courtesy-faculty/>

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3. Preceptor Benefits

<https://oep.pharmacy.ufl.edu/preceptor-resources/preceptor-benefits/#facultyresources>

- [CEImpact – Free CE and Resources](#)
- [Pharmacist’s Letter](#)
- [Center for Teaching Excellence](#)
- [Connection – Public Sector Solutions](#)
- [Discounted CE from the UF College of Pharmacy](#)
- [Faculty Resources](#)
- [GatorPerks Discount Program](#)
- [Health Science Center Libraries at UF](#)
- [Linkedin Learning](#)
- [Online Subscriptions](#)
- [Research Data Management](#)
- [Researcher Resources](#)
- [Software Licensing Services \(SLS\)](#)
- [UF Apps Information Technology](#)

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4. Preceptor Opportunity Highlights & Award Recognition

- Advisory Board Opportunities
- Awards and Recognition
 - APPE Preceptors of the Year
 - IPPE Preceptors of the Year

5. Wellness Days for APPE Students



- Structured time off
- Four days per rotation year
- Rotations 2, 4, 6 and 8
- Implemented to provide time for students to make healthcare and selfcare appointments





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Questions and Discussion

