



ABFM Precepting Practice Improvement Project Workflow

STEP #	TASK	RESPONSIBLE PARTY	COMPLETED Y/N
1.	Interested ABFM certified preceptors must become PNWU Clinical Faculty (CF) or PNWU verifies CF status	Preceptor/Clinical Education CF Coordinator	
2.	CF must be willing to teach PNWU students for 180 1:1 contact hours within their self-defined PI cycle* (as written in their project plan)	CF, CF's practice institution	
3.	CF defines and develops their Practice Improvement (PI) aim and plan	CF	
4.	CF submits that aim and plan to PNWU as their sponsoring institution	CF	
5.	PNWU reviews and approves project	PNWU Assistant Dean for Faculty Development	
6.	CF completes any training required by their PI project plan	CF	
7.	If they complete their training with www.teachingphysicians.org CF submits CME attestation and certificate for the completed training module to PNWU as the sponsoring institution	CF	
8.	CF completes the pre-intervention baseline assessment as written in their PI plan <i>while</i>	CF	
	PNWU schedules CF for 180 PNWU student hours within their PI cycle	PNWU Regional Site Administrator for CF's specific region	
9.	CF completes the 180 1:1 student contact hours while implementing their PI plan	CF	
10.	Post-intervention data is collected by CF following completion of the PI cycle and a summary is submitted to the PNWU as the sponsoring institution PNWU completes the follow up assessment of the CF's PI Project	CF, PNWU Precepting PI Team PNWU Assistant Dean for Faculty Development	
11.	PNWU submits verification of teaching hours and successful completion of the requirements to the ABFM	PNWU Precepting PI Team	

* Each cycle MUST incorporate at least 3 PNWU students so feedback can be provided to the participant while maintaining student anonymity, following PNWU guidelines

To be completed by Precepting PI Participant

For more information contact Clinical Education Department at rotations@pnwu.edu