

How to Apply:
www.masscma.com

Contact Information:
masscma@umassmed.edu



How to Become a Preceptor



Purpose of the Preceptor Course

The course is designed to prepare licensed nurses (RNs or LPNs) to mentor, supervise, and evaluate certified medication aides (CMA) students during their clinical training. All students enrolled in the CMA training program must have a corresponding preceptor on record. Students will not be able to schedule their training course until there is a corresponding preceptor on record as having completed the preceptor course.



Preceptor Role

Preceptors play a key role in ensuring that CMAs are adequately prepared to administer medications safely and effectively in long-term care settings.

- Preceptors oversee skill demonstration and practice at the LTC site through structured learning sessions spread over 8 weeks.
- Preceptors will work with students for approximately 3 hours a week for a total of 24 hours of clinical training.
- CDDER will provide skills checklists, lesson plans, and supplemental materials to guide this learning.
- Preceptors document weekly skill completion in the online course using a brief assessment.



Preceptor Qualification

To serve as a CMA preceptor, an individual must:

- Be a licensed RN or LPN, with documented experience.
- Be an employee of the long-term care facility.
- Have a thorough understanding of medication administration protocols.
- Demonstrate effective communication, teaching, and mentoring skills.
- Understand state regulations and facility policies regarding CMA practice.



Course Details

- The course is self-paced and takes approximately 2 hours to complete. It is available online and can be accessed at any time.
- This Nursing Professional Development Program is being jointly provided by the Shriver Center and the Tan Chingfen Graduate School of Nursing. Nursing Continuing Education Contact Hours are currently being explored. Participants will be notified after completion of the course regarding Contact Hours.



How to Enroll in the Preceptor Course

1. Complete the brief questionnaire to register your interest in the preceptor course by using the QR Code to the right or by going to <https://bit.ly/41Ho5tY>.
2. A member of the CMA training team will review your questionnaire. If approved, you will receive an email within 3 business days with a unique enrollment key and instructions for enrolling in the course.

