



Policies and Procedures

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| Subject: Program Director/Site Director as a Preceptor | |
| Created: March 2024 | Revised: |
| Reviewed and approved by the Residency Program Committee: June 2024 | Next review date: June 2027 |

A Program Director (PD) or a Site Director (SD) can be the sole primary preceptor of a medical student, a resident from another program, or a family medicine resident from another site.

If a PD or SD is a primary preceptor for a family medicine resident from their site, a co-preceptor should be assigned whenever possible. Ideally, co-preceptors would be co-located. The co-preceptor model is to minimize any potential conflicts that might arise in particular regarding any learner remediation.

The SD should have a delegate do the resident’s periodic review if the SD is the co-preceptor of a family medicine resident.

If there is a concern with the PD or SD, the resident should attempt to resolve it with support from their co-preceptor, faculty advisor, chief/associate chief resident, the Office of Professional Affairs, and/or Resident Affairs. If the concern isn’t resolved, it should be brought to the PD for discussion if a SD is involved. If the PD is involved in the concern, the discussion should be brought to the Assistant Program Director. Additional support can be sought from the Residency Program Committee Executive if required.