



Continuing Your Education Online, LLC

Internship Manual

Foot Care Specialist Exam Preparation Program

Preceptor Copy

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For assistance, call 919-779-0046 or email nflpn@mgmt4u.com

To our Internship Partners,

Thank you for your willingness to perform this important portion of the Foot Care Specialist's pre-exam education.

You, the mentor/preceptor for this Internship, are the most important part of the training for these professionals; you are providing a step up in their new career as a Foot Care Specialist. These students wish to attain a Certificate as a Foot Care Specialist, a visible and displayable expression that they have had advanced training in the foot care specialty. Information from their didactic training is important but we believe they must have hands-on support to ensure the training has maximum value. Please know that they are excited about this portion of their prep for Certification and will highly appreciate that you are willing to provide your expertise.

Foot Care Specialist Certification exam requirements

The Foot Care Specialist Certification's pre-exam requirement consists of two sections: the Best Practices in Foot Care Program, and the Internship. These must be completed prior to application to take the exam. Passing the exam will result in their Certification as a Foot Care Specialist through the National Federation of Licensed Practical Nurses (NFLPN). The Best Practices in Foot Care Program consists of seven modules online, each with advanced information in an aspect of foot care, and is followed by the Internship in which you are participating. The program has been approved for 12 hours of CEs by a nationally accredited CE organization.

The Purpose of the Internship is:

- 1) To provide the Intern an opportunity to work in a foot care environment.
- 2) To expose the Intern to the conditions of the feet of patients as a basis for making future foot care decisions.
- 3) To expose the students to the skills on the sheet so he/she will see and experience some of what will be involved in the specialty.

It's acknowledged that the exposure is fully dependent on what patients are available but we hope as many as possible of the skills listed will be presented, and more, to maximize their experience.

Paperwork

The accompanying **Skill Log Sheet**, will be utilized as the sign off of the mentor/preceptor as proof of a completed Internship in the application by the LPN for the NFLPN exam. This sheet is one page and is the listed services the maximized Internship will contain. Each item is initialed by the trainer after it is performed. The signature line for the mentor at the bottom for the Internship is required for the Intern to apply for the Certification exam.

Internship Comments

Please consult the Skill Sheet early each day so that if a client is appointed for a service that is listed on the sheet, the intern can be prepared to attend, be instructed in the procedure, or perform the procedure, according to the decision of the preceptor.

The preceptor must be present during treatments. An alternative would be allowing an experienced staff trainer to monitor a procedure. This skill would have been initially demonstrated and trained by the preceptor who will monitor the first and second treatment.

Post treatments, patients are checked by the preceptor. After the treatment, the patient must be checked, no matter the treatment. Quickly, it becomes just a short check with the preceptor performing any further treatment and giving the technician suggestions. This step is important because the preceptor is ultimately responsible for the patient's care.

Quickly, the Interns develop confidence and are performing many of the skills on their own under the preceptor's supervision. However, do not expect anything of them that is beyond their scope of practice, experience or abilities. It's dangerous, and unwise.

The Skills

The list of skills is sent to you with this Manual. If you have further suggestions that are appropriate for addition to this Internship, we will appreciate your calling or emailing us with the information. We want this experience to be a maximized experience for the Interns.

This list of skills does not dictate or indicate the readiness of the Intern. The judgment of the nurse's capabilities in performing practice skills is the responsibility of the Internship Mentor/Preceptor. The laws in your state for this professional's scope of practice must also be considered in your judgments. If a skill is not legal for the LPN to perform in your state, state so on the Skill Log and do not allow its performance. Always remember that this Intern is working under your medical insurance policy while in your office.

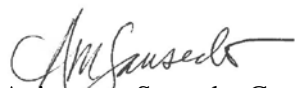
After the Internship

Please have a short discussion with each Intern with suggestions on their further needs in the skills. We suggest a mentor-type interview concerning his/her skills, with positives first and suggestions for needs last. A positive, instructive and pleasant exit interview will serve the Intern best. This leaves good feelings toward the experience an excited nurse professional eager to move forward in this career.

Please sign the Skill Log and give it to the Intern.

Thank you for your interest in providing an Internship for the future CFCS. Again, it is an important component of their training that only a podiatrist or Certified Foot Care Nurse can provide and we appreciate your willingness to participate.

Respectfully,



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