



Nursing Council of New Zealand

Nurse Assistant and Enrolled Nurses

Competency Requirements

Name:

Date:

Designation:

Organisation:

Signature:

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	1
Authorised by: Director of Nursing	Date Issued: 17 th February 2006	Review Date: 17 th February 2008	

In order to undertake a self assessment / peer review / performance appraisal that reflects competence within nursing practice it is important to understand ‘competence’ and the Registered Nurse Scope of Practice as defined by Nursing Council of New Zealand.

“Competence is the combination of skills, knowledge, attitudes, values and abilities that underpin effective performance as a nurse”

Scope of Practice – Nurse Assistant

Nurse Assistants assist registered nurses to deliver nursing care to individuals in community, residential and hospital settings. They perform delegated interventions from the nursing care plan to provide care and comfort to individuals and groups, assist and support clients with activities of daily living, observe and report changes in individual/group conditions and behaviours, safe guard dignity and promote independence and health and safety. The Nurse Assistant does not undertake independent nursing assessments or plan and evaluate nursing interventions. Nurse Assistants may be required to practice in a specific area based on the area of focus in their education programme and designated on their practicing certificates.

The Nursing Council competencies for Nurse Assistants describe the skills, knowledge and activities of Nurse Assistants.

Approved by Nursing Council: 2004

Scope of Practice: Enrolled Nurse

Enrolled Nurses practice under the direction of a Registered Nurse or Midwife to implement nursing care for people who have stable and predictable health outcomes in situations that do not call for complex nursing judgement. The responsibilities of Enrolled Nurses includes assisting clients with the activities of daily living, recognizing the changing needs of clients and performing delegated interventions from the nursing or midwifery care plan.

Approved by Nursing Council: 2004

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PRIOR to undertaking this assessment you are advised to read Nursing Council’s document “Competencies for the nurse assistant and the enrolled nurse scopes of practice” (approved June 2005). It is available on Nursing Council’s website:

<http://www.nursingcouncil.org.nz>

This document provides more details on the competencies by providing a number of key generic examples of competence performance called *indicators*. The *indicators* will assist you when using your professional judgement while undertaking this assessment by providing examples of evidence of competence. Nursing Council has identified that these *indicators* are neither comprehensive or exhaustive.

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Identify assessment from following options:

- 1. Self assessment
- 2. Peer review (or evidence of involvement in peer review activities, which will need to be given in another format from this tool)
- 3. Performance appraisal

(To meet NCNZ continuing competency requirements you are required to provide evidence from **two** of the above methods of assessment of your practice against the competencies. **This evidence must be current within the last 3 years**)

Self Assessment: Yes / No (See Appendix 1 for guidelines)

Peer Review/ Performance Appraisal: (see Appendix 2 for review guidelines)

Reviewer:

Name: _____ Address: _____

Ph: _____ Designation: _____

Signature: _____ Date: _____

Verification of hours practice within last 3 years (minimum of 450 hours)

Verifier:

Name _____ Address: _____

Ph: _____ Designation: _____

Signature: _____ Date: _____

Verification of professional development activities within last 3 years (minimum of 60 hours)

See Form attached (Appendix 3): **Yes / No**

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Domain one: Professional responsibility

Competency	Assessment / Evidence	Competent Yes / No
1.1 Accepts responsibility for ensuring that his/her nursing practice and conduct meet the standards of the professional, ethical and relevant legislated requirements.		
1.2 Demonstrates the ability to apply the principles of the Treaty of Waitangi/Te Tiriti o Waitangi to nursing practice.		
1.3 Recognises own scope of practice and the registered nurse responsibility and accountability for delegation of nursing care.		
1.4 Demonstrates accountability and responsibility within the health care team when assisting or working under the direction of the registered nurse.		

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Domain one: Professional responsibility

Competency	Assessment / Evidence	Competent Yes / No
1.5 Promotes an environment that enables client safety, independence, quality of life, and health.		
1.6 Participates in ongoing professional and educational development.		
1.7 Practises nursing in a manner that the client determines as being culturally safe.		
1.8 Practices in a way that respects each client's dignity and right to hold personal beliefs, values and goals.		

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Domain two: Management of nursing care

Competency	Assessment / Evidence	Competent Yes / No
2.1 Provides planned nursing care under the direction of a registered nurse.		
2.2 Is accountable for ensuring that nursing care provided to clients is within scope of practice and own level of competence.		
2.3 Demonstrates practice that supports best health outcomes for clients.		
2.4 Ensures documentation is accurate and maintains confidentiality of information.		

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Domain three: Interpersonal relationships

Competency	Assessment / Evidence	Competent Yes / No
3.1 Establishes, maintains and concludes therapeutic interpersonal relationships.		

Domain four: Interprofessional health care & quality improvement

Competency	Assessment / Evidence	Competent Yes / No
4.1 Collaborate and participates with colleagues and members of the health care team to deliver care.		
4.2 Contributes to the evaluation of client care.		

References:

- Nursing Council of New Zealand. (2005). Competencies for the nurse assistant and enrolled nurse scope of practice. Wellington: New Zealand.
- Nursing Council of New Zealand (2005). Nurse assistant & Enrolled nurse scope of practice. Wellington: New Zealand.

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APPENDIX 1

Self review Responsibilities

- Self review is a professional responsibility. Honest assessment of your practice against nursing Council Competencies ensures consumer safety and maintains professional credibility
- Examples of practice should be precise and objective, using language that describes your practice
- Reflect on your strengths and areas that you see as needing to be developed
- Use proactive statements when describing your professional growth and identifying opportunities for professional development/information sharing
- Consider your performance over the whole time under review and acknowledge your successes and achievements

Reference:

Ministry of Health. (2002). Toward Clinical Excellence. An introduction to clinical audit, peer review and other clinical practice Improvement activities. Wellington: New Zealand.

This document is available on the M.O.H. website: <http://www.moh.govt.nz>

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Peer Review Guidelines

“The peer review process is designed to foster individual accountability for professional development and practice, as well as group accountability for overall quality of professional practice” (Toward Clinical Excellence. pg 41, 2002).

Peer reviewer’s responsibilities:

- Comments should be precise, objective and factual, using non-judgmental language.
- Give your opinion only, do not discuss the review with others.
- Excellence in one area does not mean the person is excellent in all areas. Comment on both areas of excellence and areas needing improvement.
- Comments at either end of the scale must be supported by specific examples.
- Consider the person’s performance over the whole time under review. It is important to avoid being swayed by one incident.
- Accurate reporting is a professional responsibility. Modifying feedback to avoid damaging or enhancing egos place consumers safety and professional credibility at risk.

Reference:

Ministry of Health. (2002). Toward Clinical Excellence. An introduction to clinical audit, peer review and other clinical practice Improvement activities. Wellington: New Zealand.

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APPENDIX 3

Professional Development Activities (minimum of 60 Hours over three years)

It is your responsibility to record all inservice sessions, courses and conferences you attend

Name: _____

Date	Activity	Relevance to Practice	Time spent	Verification	Evidence Attached

TOTAL HOURS: _____

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