



Nursing Council of New Zealand

Registered Nurse in MANAGEMENT; EDUCATION; RESEARCH; POLICY MAKING

Competency Requirements

Applicants 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	Issue Date: 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 – Registered Nurse

Registered Nurses utilise nursing knowledge and complex nursing judgment to assess health needs and provide care, and to advise and support people to manage their health. They practice independently and in collaboration with other health professionals, perform general nursing functions and delegate to and direct Enrolled Nurses and Nurse Assistants. They provide comprehensive nursing assessments to develop, implement, and evaluate an integrated plan of health care, and provide nursing interventions that require substantial scientific and professional knowledge and skills. This occurs in a range of settings in partnership with individuals, families, whanau and communities. Registered nurses may practice in a variety of clinical contexts depending on their educational preparation and practice experience. Registered Nurses may also use this expertise to teach, evaluate and research nursing practice. There will be conditions placed on the scope of practice of some Registered Nurses according to their qualifications or experience limiting them to a specific area of practice. Approved by the Nursing Council of New Zealand: 2004

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	2
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

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

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	3
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

Identify assessment from following options:

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

(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 / Senior Nurse Assessment: (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: _____ Signature: _____ Date: _____

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

Yes / No See Form attached (Appendix 3)

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	4
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

Domain one: Professional responsibility

Competency	Assessment / Evidence	Competent Yes / No
1.1 Accepts responsibility for ensuring that his/her nursing practice and conduct meets 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 Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by nurse assistants, enrolled nurses and others.		
1.4 Promotes an environment that enables client safety, independence, quality of life and health.		
1.5 Practices nursing in a manner that the client determines as being culturally safe.		

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	5
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

Domain two: Management of nursing care

Competencies for nurses involved in management

Competency	Assessment / Evidence	Competent Yes / No
Promotes an environment that contributes to ongoing demonstration and evaluation of competencies.		
Promotes a quality practice environment that supports nurses' abilities to provide safe, effective and ethical nursing practice.		
Promotes a practice environment that encourages learning and evidence-based practice.		
Participates in professional activities to keep abreast of current trends and issues in nursing.		
Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1 6
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008

Competencies for nurses involved in education

Competency	Assessment / Evidence	Competent Yes / No
Promotes an environment that contributes to ongoing demonstration and evaluation of competencies.		
Integrates evidence-based theory and best practice into education activities.		
Participates in professional activities to keep abreast of current trends and issues in nursing.		

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	7
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

Competencies for nurses involved in research

Competency	Assessment / Evidence	Competent Yes / No
Promotes a research environment that supports and facilitates research mindedness and research utilization.		
Supports and evaluates practice through research activities and application of evidence-based knowledge.		
Participates in professional activities to keep abreast of current trends and issues in nursing.		

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	8
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

Competencies for nurses involved in policy

Competency	Assessment / Evidence	Competent Yes / No
Utilises research and nursing data to contribute to policy development, implementation and evaluation.		
Participates in professional activities to keep abreast of current trends and issues in nursing.		

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	9
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

Domain three: Interpersonal relationships

Competency	Assessment / Evidence	Competent Yes / No
Establishes and maintains effective interpersonal relationships with others, including utilizing effective interviewing and counseling skills and establishing rapport and trust.		
Communicates effectively with members of the health care team, including using a variety of effective communication techniques, employing appropriate language to context and providing time for discussions.		

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	10
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

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 facilitate and coordinate care.		
4.2 Recognises and values the roles and skills of all members of the health care team in the delivery of care.		
4.3 Participates in quality improvement activities to monitor and improve standards of nursing.		

References:

Nursing Council of New Zealand (2005). Competencies for the registered nurse scope of practice. Wellington: New Zealand.

Nursing Council of New Zealand (2005). Registered nurse scope of practice. Wellington: New Zealand.

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	11
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

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>

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	12
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

Peer Review/ Performance Appraisal 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” (Ministry of Health, 2002. pg 41).

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.

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

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1	13
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008	

APPENDIX 3

Professional Development Activities (60 Hours over previous three years)
It is the Nurses responsibility to record all inservice sessions, courses and conferences you attend

Name: _____

Date	Activity	Relevance to Practice	Time spent	Verification	Evidence Attached

TOTAL HOURS: _____

Bay of Plenty District Health Board	Responsibility: Professional Development and Recognition Programme Coordinator	Version: 1 14
Authorised by: Director of Nursing	Issue Date: 17 th February 2006	Review Date: 17 th February 2008