



**NETP Expansion Programme - Primary Care
Graduate Nurse / Preceptor Assessment Form**

3 & 9 Month Assessment

Graduates Name _____ **Work Area:** _____

Preceptors Name _____ **Assessment Date:** _____

Graduate Nurse's Self Review Guidelines / Responsibilities

- Self review is a professional responsibility. Honest assessment of your practice against Nursing Council Competencies ensures consumer safety and maintains professional credibility
- Be prepared when you meet with your preceptor, when undertaking your self review consider: **WHAT, WHY, HOW and WHEN** – think about your every day practice and provide an example for verification
- Reflect on your strengths and areas that you see as needing to be developed
- Acknowledge your successes and achievements
- Consider your performance over the whole time under review

Preceptor's Guidelines / Responsibilities

- From your initial interaction during the graduate's orientation make yourself familiar with this assessment tool
- Consider making notes against the competencies - relate these to what you observe in their every day practice eg communication with patients / MDT; undertaking patient assessment, etc you work together**
- Prior to meeting with the graduate at 3 / 9 months you should have feedback prepared to discuss with them
- Look at the competent level definition – this is the level of practice the graduate nurse is striving to attain within 12 months of practice
- In conjunction with the graduate it is very important to provide them with constructive feedback:
 - identify areas for further development - as appropriate give an example
 - acknowledge their successes and achievements – give examples to verify this
 - when writing, your comments need to be precise, objective & factual – remember others may read this
 - give your opinion only, unless the graduate gives permission do not discuss it with others – this is apart from the Nurse Manager & Nurse Coordinator Graduate Nurse Expansion Programme
- Consider the graduate's performance over the whole time under review, ie not isolated incidents

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>

** You can access this site for the 'Competencies for registered nurses' document: www.nursincouncil.org.nz for further information / examples regarding the competencies

The NETP (Nursing Entry to Practice) Registered Nurse:

- Is a newly Registered Nurse with a practising certificate
- Develops partnerships with clients that implement Te Tiriti o Waitangi in a manner that the client determines is culturally safety
- Is a multi-skilled beginner nurse with theoretical and practical student experiences
- Is able to manage and prioritise assigned client care/ workload with some guidance
- Is reliant on learning from the experience of other nurses and her/ his own experience
- Learns and is developing confidence in practical situations
- Is guided by procedures, policies and protocols

Definition of Competent Registered Nurse:

- Develops partnerships with clients that implement Te Tiriti o Waitangi in a manner which the client determines is culturally safe
- Effectively applies knowledge and skills to practice
- Has consolidated nursing knowledge and skills to practice
- Has developed an holistic overview of the client
- Is confident in familiar situations
- Is able to manage and prioritise assigned client care / workload
- Demonstrates increasing efficiency and effectiveness in practice
- Is able to anticipate a likely outcome for the client with predictable health needs
- Is able to identify unpredictable situations, act appropriately and make appropriate referrals

Reference: National Professional Development & Recognition Programmes Working Party (2005) *National Framework for Nursing Professional Development & Recognition Programmes & Designated Role Titles*. Available online at <http://www.nurse.org.nz/leadership/PDRP%20Final%20National%20Document%20Dec%202005.pdf> pp11-12.

DOMAIN ONE: Professional Responsibility

Competency	Self evaluation / Areas for development
1.1 Accepts responsibility for ensuring that his/her nursing practice and conduct meets the standards of the professional, ethical and relevant legislated requirements.	Graduate:
	Preceptor:
1.2 Demonstrates the ability to apply the principles of the Treaty of Waitangi/Te Tiriti o Waitangi to nursing practice.	Graduate:
	Preceptor:

1.3 Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by nurse assistants, enrolled nurses and others.	Graduate:
	Preceptor:
1.4 Promotes an environment that enables client safety, independence, quality of life and health.	Graduate:
	Preceptor:
1.5 Practices nursing in a manner that the client determines as being culturally safe.	Graduate:
	Preceptor:

DOMAIN TWO – Management of Nursing Care

Competency	Self evaluation / Areas for development
2.1 Provides planned nursing care to achieve identified outcomes.	Graduate:
	Preceptor:
2.2 Undertakes a comprehensive and accurate nursing assessment of clients in a variety of settings.	Graduate:
	Preceptor:
2.3 Ensures documentation is accurate and maintains confidentiality of information.	Graduate:
	Preceptor:

2.4 Ensures the client has adequate explanation of the effects, consequences and alternatives of proposed treatment options.	Graduate:
	Preceptor:
2.5 Acts appropriately to protect oneself and others when faced with unexpected client responses, confrontation, personal threat or other crisis situations.	Graduate:
	Preceptor:
2.6 Evaluates client's progress toward expected outcomes in partnership with clients.	Graduate:
	Preceptor:

2.7 Provides health education appropriate to the needs of the client within a nursing framework.	Graduate:
	Preceptor:
2.8 Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care.	Graduate:
	Preceptor:
2.9 Maintains professional development.	Graduate:
	Preceptor:

DOMAIN THREE - Interpersonal relationships

Competency	Self evaluation / Areas for development
3.1 Establishes, maintains and concludes therapeutic interpersonal relationships with client.	Graduate:
	Preceptor:
3.2 Practices nursing in a negotiated partnership with the client where and when possible.	Graduate:
	Preceptor:
3.3 Communicates effectively with clients and members of health team.	Graduate:
	Preceptor:

DOMAIN FOUR: Interprofessional health care & quality improvement

Competency	Self evaluation / Areas for development
4.1 Collaborates and participates with colleagues and members of the health care team to facilitate and coordinate care.	Graduate:
	Preceptor:
4.2 Recognises and values the roles and skills of all of the health care team in the delivery of care.	Graduate:
	Preceptor:
4.3 Participates in quality improvement activities to monitor and improve standards of nursing.	Graduate:
	Preceptor:

Preceptor Summary:

Preceptor Name & Signature: _____ Date: _____

Graduate Nurse Comments:

Graduate Nurse Name & Signature: _____ Date: _____

Nurse Manager Sign Off: _____ Date: _____

Graduate Nurse Co-ordinator Sign Off: _____ Date: _____

SEND A COPY TO: Nurse Coordinator, Graduate Nurse Expansion Programme, RM 410, 4TH Floor, TAURANGA HOSPITAL