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| **Expert Registered Nurse: Full Self Assessment and Senior Nurse/Manager Attestation** |
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| **Details of nurse completing self-assessment:** | **Details of nurse completing attestation** |
| Name: | Name:  |
| APC number and expiry date: | APC Number & expiry date: |
| Department and Directorate or workplace: | Department/Directorate/Workplace: |
| Employee number: | Level on PDRP: |
| Role Title this assessment relates to: | Email address: |
| Practice hours: minimum 450 hours /60 days in last three years **MET / NOT MET** |
| Learning hours: minimum 60 hours in the last 3 years **MET / NOT MET** |

**Date and or review period:** |
| Completion of this document meets the 3 yearly requirements to complete two forms of assessment against the Nursing Council of New Zealand (NCNZ) competencies for an RN. **Note: A ‘Performance Review’ is a component of the portfolio requirements; it is not equivalent to a full portfolio submission process:**1. All Domains must be completed and include a comment of endorsement in Section 3 by the Charge Nurse/Nurse Manager for the level of practice. Sections 4 to 6 as applicable to the organisation’s requirements.
2. Completed portfolios are handed into the Nurse Coordinator – PDRP on the first working day of the month February through to November
3. For nurses employed in the primary/NGO/ARC sector, if possible, the complete portfolio is assessed by an assessor in the clinical area
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| **Information on completing the self-assessment\* Complete this Self and Peer Assessment Tool if you a registered nurse in Clinical Practice and are NOT a Designated Senior Nurse (as per the MECA – 2018-2020)*** NCNZ requires examples to clearly and completely answer one of the competency indicators with an explanation and actions of how day to day practice meets or achieves the competency indicator
* All answers and examples must be from the current area of practice and be less than 12 months old.

**Information on completing the peer assessment\**** **Peer assessments are no longer required from 01 April 2025 while the PDRP programme is transitioning to the NZNC new standards of competence for Registered Nurses and Enrolled Nurses.**
* **NCNZ requires an attestation statement from a senior nurse / manager that the competency self-assessments and examples of practice are a true reflection of the nurse’s practice.**
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| The NCNZ competency is written in normal font. **The Competency Indicator is written in bold – Please answer this** **with an example or explanation of how practice meets or achieves the indicator including 2.9.***The part in italics is a guide with suggestions to help you answer the indicator**‘Leadership’ can be evidenced in a number of ways in accordance with the differing leadership theories or styles.*Please note the term ‘health consumer’ has been used. This includes any recipient of health care and/or services e.g. clients, consumers, residents, turoro. | **(1) Self Assessment*****Expert level practice includes more than clinical skills and knowledge and direct health consumer care. Evidence provided must include clear examples of:*** * ***educating colleagues***
* ***manage innovation & change***
* ***influence the quality of nursing practice service delivery in your directorate or organisation.***

***The self-assessment must demonstrate an understanding of how the delivery of nursing care relates to National Health Strategies and either the District Health Board Annual Plan or Statement of Intent or the employing organisations goals and objectives with links to the wider socio-political health climate.*** ***Where applicable, answers and examples must also demonstrate how evidence based practice has been applied to and improved outcomes for patients and service delivery.******All references (where required) must be in APA format*** |

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| **Domain One: Professional Responsibility** |
| * 1. Accepts responsibility for ensuring that his/her nursing practice and conduct meet the standards of the professional, ethical and relevant legislated requirements.

**Identify one professional, one ethical and one legislated requirement most relevant to your area of practice and describe how you take responsibility for assisting your service or colleagues to comply with these.** *Consider what legislation, codes, guidelines or policies relate to your practice? How do these documents guide and impact on how you practice? What specific strategies have you used to assist your workplace with compliance?*  |  |
| * 1. Demonstrates the ability to apply the Principles of the Treaty of Waitangi/Te Tiriti o Waitangi to nursing practice.

**Identify a disparity or inequality in the health status of Māori that relates to your area of practice and describe how you are assisting your service / organisation to apply the five enhanced principles of Te Tiriti and promote equity in health outcomes. Answers must include actual examples and relate to National Health Strategies/Mental Health Strategies, Te Plan II, or the employing organisations goals and objectives.***This competency is about the Treaty and how it relates to the health disparities of Māori. A history of the Treaty or reasons for the disparities is not required, rather how you are assisting the service to apply the principles to practice and promote equity in outcomes.**The five (enhanced) principles of Te Tiriti o Waitangi are: Self-Determination / Tino Rangatiratanga; Partnership / Pātuitanga: Equity / Mana Taurite; Active Protection / Whakamarumarutia; Options / Kōwhiringa* *Nursing Council of New Zealand. (2023).Te Tiriti o Waitangi policy. https://nursingcouncil.org.nz/Public/ NCNZ/About-section/Te\_Tiriti\_o\_Waitangi.aspx* |  |
| * 1. Demonstrates accountability for directing, monitoring & evaluating nursing care that is provided by enrolled nurses (ENs) and others.

**Describe the differences in accountability and responsibility for the RN, EN and unregulated health care worker and either how you take this into account when coordinating the area or describe the requirements for RN skill and knowledge in your area.***Consider the difference in RN and EN scope of practice, what this means in your work context and how it affects your decisions when directing and delegating. (Unregulated workers do not have a scope of practice their practice is determined by their role description and NCNZ guidelines.) Reference NCNZ guidelines for direction and delegation and/or organisational policy to inform your answer. Even if you do not actually work with ENs or unregulated workers, eg: Mental Health Support Workers, Cultural Practitioners, Health Care Assistants, all RNs must demonstrate understanding of these requirements. For HS nurses (including nurses working in MHAIDS), evidence of completing the* ***e-learning*** *package should be included in the portfolio/PDR.* |  |
| * 1. Promotes an environment that enables health consumer safety, independence, quality of life, and health.

**Describe an environmental issue or problem that was affecting health consumer safety, independence or quality of life and your leadership in minimising the risk.** *Environment in this indicator refers to the health consumer’s physical location, the structures and objects that impact on this and the risk associated with these. Consider the actions you proactively took to reduce risk, promote safety and wellbeing e.g. the prevention of cross infection, falls prevention, self-harm, suicide, impacts of behaviour, comorbid conditions, maintenance of skin integrity, nutrition and hydration.* |  |
| * 1. Practices nursing in a manner that the health consumer determines as being culturally safe.

**Describe an issue that was impacting on the provision of culturally safe care in your area of practice and your leadership in resolving it.** *Culture includes, but is not restricted to: age, gender, sexual orientation, occupation and socioeconomic status, ethnic origin or migrant experience, religious or spiritual belief and disability. Reflect on an occasion when you consulted with a whānau / family and adapted your usual practice to more appropriately meet a health consumer’s cultural needs.*  |  |
| **Domain Two: Management of Nursing Care** |
| 2.1 Provides planned nursing care to achieve identified outcomes.**Describe how you have used evidence to develop a new process to achieve an identified outcome in your area. Please provide a reference for the evidence.***Expert level practice must include evidence of innovation to reduce the incidence and/or impact of chronic conditions, mortality or morbidity or improve end-of life care.*  |  |
| 2.2 Undertakes a comprehensive and accurate nursing assessment of health consumers in a variety of settings.**Describe how you apply expert level nursing skills and knowledge and problem solving to complete a comprehensive and accurate assessment in a complex situation. References provided.** *Think about why this is expert rather than proficient level practice.*  |  |
| 2.3 Ensures documentation is accurate and maintains confidentially of information. **Describe a problem or issue relating to the accuracy of documentation or maintenance of confidentiality from information technology in your area of practice and your leadership in resolving it.***Describe the issue and the actual or potential problem it might cause.*  |  |
| 2.4 Ensures the health consumer has adequate explanation of the effects, consequences and alternatives of proposed treatment options**Describe an issue relating to a health consumer having adequate explanation of the effects, consequences and alternatives of proposed treatment options and your leadership in resolving it. Please reference the relevant legislation or Code.***Informed consent is a process rather than a one-off event. The essential elements of this process are effective communication, full information, and freely given, competent consent. What was the issue with this and how did you resolve it?* |  |
| 2.5 Acts appropriately to protect oneself and others when faced with unexpected health consumer responses, confrontation, personal threat or other crisis situations.**Describe your clinical leadership during an unexpected situation and clarify the problem solving skills you used to resolve the situation.***What happened, what was the risk, to whom, what were your thoughts and concerns and how did you ensure the safety of everyone?* |  |
| 2.6 Evaluates health consumer’s progress toward expected outcomes in partnership with health consumers**Describe your participation in audit to evaluate care or service delivery. Describe the strategies proposed or put in place as a result of the findings. Provide references to support the change.** *Evaluation of practice is evidenced by audit results. Description of the audit itself should be brief as emphasis is on the strategy to improve health consumer outcomes.*  |  |
| 2.7 Provides health education appropriate to the needs of the health consumer within a nursing framework.**Describe an example of education you gave to a health consumer to reduce a disparity in health status, reduce the incidence or impact of a chronic condition or increase family or whanau involvement in care.** *Consider the actual or potential impact of what you taught.*  |  |
| 2.8 Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care.**Describe your involvement in a debrief with colleagues to enable reflection on practice.** *Reflection is about reviewing and evaluating practice experience. Expert nurses are expected to facilitate this process for less experienced nurses.*  |  |
| 2.9 Maintains professional development.**NCNZ Continuing Competency requirements are met. Complete the professional development record template as required including evidence of maintenance of area-specific competencies and Core Competencies.** *Evidence for this competency/indicator is on the PDR. It is sufficient to say ‘Evidence of meeting this is in my PDR’.**The lesson plan and evaluations must meet the expert level requirements and be included in your portfolio.* | **Education of others is evidenced.** |
| **Domain Three: Interpersonal Relationships** |
| 3.1 Establishes, maintains and concludes therapeutic interpersonal relationships with health consumers.**Describe the specific challenges with the maintenance of professional boundaries in your area of practice and your support of colleagues to overcome the difficulties.***This competency is about therapeutic relationships and boundaries rather than communication. Expert nurses are expected to have an indepth understanding of how these boundaries can be crossed and support less experienced nurses to prevent this.*  |  |
| 3.2 Practises nursing in a negotiated partnership with the health consumer where and when possible.**Describe how you negotiated a partnership with a health consumer that was difficult to establish and the expert level skills, knowledge and problem solving required to achieve this.***Nurses work in partnership with health consumers to ensure their needs and goals are met where possible. Think about the factors that can make establishing and maintaining a partnership in your area of practice more challenging e.g. Health consumer’s functional level, disease process, health literacy, and the expertise required to overcome this.*  |  |
| 3.3 Communicates effectively with health consumers and members of the health care team.**Describe the issues that can cause problems with communication between the members of the HCT in your area of practice, discuss any potential consequences & impact for health consumers and how you support the team to resolve them.**  *Write about how you provide your colleagues with the support and tools to overcome challenges.**Effective communication occurs when messages are understood and there are no misunderstandings.*  |  |
| **Domain Four: Interprofessional Healthcare & Quality Improvement** |
| 4.1 Collaborates and participates with colleagues and members of the health care team to facilitate and coordinate care.**Identify a National Health Strategy or similar national target relevant to your area of practice and describe how your collaboration with the HCT to provide care or services assisted your area/service to meet this strategy or target. Please provide a reference for the strategy/target.***Expert practice requires an understanding of the effectiveness of collaboration and coordinated care in achieving targets to ensure optimum health consumer outcomes.*  |  |
| 4.2 Recognises and values the roles and skills of all members of the health care team in the delivery of care.**Describe how specific services in the health care sector other than the one in which you work can contribute to the health or wellbeing of your health consumer or describe your involvement in enhancing the delivery of integrated care.** *Think about the different services provided by voluntary, community, primary, aged care, secondary and tertiary sectors or your work in smoothing the health consumer journey across the range of services being provided for them.* |  |
| 4.3 Participates in quality improvement activities to monitor and improve standards of nursing.**Identify a quality initiative that you have been involved in that assists your area/department to meet a National Health Strategy or similar national target relevant to your area of practice (the same as or different from 4.1) and explain what this initiative hopes to achieve and how you are assisting with measuring or monitoring the outcome.** *Key words: health consumer safety, reducing errors, efficiency, effectiveness, systems, processes, outcomes. Think about the effect on health consumer outcomes through improved care, processes or delivery of service and your role in measuring or monitoring this.* |  |

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| **3) Senior Nurse/Manager Attestation that confirms the competency self-assessments and examples of practice are a true reflection of the nurse’s practice.** |
| Name: | Signature: | Date: |
| **(4a) HS only:** Line Manager with responsibility for budget to endorse progression to, or maintenance of RN expert level: (please circle below)**(4b) Primary, NGO and ARC Sector:** Line Manager with responsibility for budget (if applicable and/or PDRP related allowances apply) to endorse progression to, or maintenance of, RN expert level: (please circle below) |
| Yes No (Reason/s must be given) |
| Name: | Signature: | Date: |