

Portfolio Assessment Tool – Proficient RN

Name of Applicant:		APC Number:	Date:
Evidence		Standard Requirements	
Yes	No	Application letter	
Yes	No	Curriculum Vitae	
Yes	No	Copy of entry on NCNZ register showing current APC	
Yes	No	Current Performance Appraisal (less than 12mths old)	
Yes	No	Professional Development (PD) Plan	
Yes	No	Self-assessment complete and assessed on reverse of this form	
Yes	No	Senior Nurse assessment complete and assessed on reverse of this form	
Yes	No	Manager Support Letter – supports Proficient	
Yes	No	Evidence of 450 practice hours in last 3yrs	
Yes	No	Evidence of 60 PD hours in last 3yrs.	
Yes	No	Reflection on 3 PD activities	
Yes	No	Code of Conduct training in between June 2012 and June 2015.	
Proficient RN Requirements			
Yes	No	Evidence demonstrating participation in a quality initiative or practice change.	
Yes	No	Evidence demonstrating teaching OR preceptoring OR supporting skill development of colleagues	
Yes	No	Evidence illustrating ability to manage and coordinate care for patients with complex needs.	
Additional comments/reasons:			
The portfolio meets NCNZ Standard requirements at PROFICIENT RN level: Yes No			

Assessor Name		Signature	Date
Assessor Name		Signature	Date
Assessor Name		Signature	Date

Please Comment on whether the Self & Competence assessment for EACH competency provides specific examples & comments on skill, knowledge, behaviour, attitude and values expected of a Proficient level RN.

Applicant Name & APC:		Date:
Evidence	NCNZ Registered Nurse Domain One:	COMMENT
Yes No	1.1 Meets professional, ethical or legislated requirements	
Yes No	1.2 Applies the principles of Treaty to nursing practice	
Yes No	1.3 Demonstrates accountability for direction and delegation	
Yes No	1.4 Promotes client safety	
Yes No	1.5 Practices in a culturally safe manner	

Evidence	NCNZ Registered Nurse Domain Two:	COMMENT
Yes No	2.1 Provides planned nursing care	
Yes No	2.2 Undertakes a comprehensive & accurate nursing assessment of clients in a variety of settings	
Yes No	2.3 Ensures documentation is accurate and maintains confidentiality of information.	
Yes No	2.4 Ensures the client has adequate explanation of effect, consequences and alternatives of proposed treatment.	
Yes No	2.5 Acts appropriately to protect oneself & others when faced with unexpected client responses.	
Yes No	2.6 Evaluates client's progress towards expected outcomes in partnership with the clients.	
Yes No	2.7 Provides health education appropriate to the needs of the client within a nursing framework.	
Yes No	2.8 Reflects upon & evaluates with peers & experienced nurses, effectiveness of nursing care.	
Yes No	2.9 Maintains professional development	

Evidence	NCNZ Registered Nurse Domain Three:	COMMENT
Yes No	3.1 Establishes maintains & concludes therapeutic interpersonal relationships with clients	
Yes No	3.2 Practices nursing in a negotiated partnership with the client where and when possible.	
Yes No	3.3 Communicates effectively with clients and members of the healthcare team.	

Evidence	NCNZ Registered Nurse Domain Four:	COMMENT
Yes No	4.1 Collaborates & participates with colleagues and members of the health care team to facilitate and coordinate care	
Yes No	4.2 Recognises & values roles and skills of all members of the health care team in the delivery of care	
Yes No	4.3 Participates in quality improvement activities to monitor and improve standards of nursing	