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| **Senior Nurse - Leadership & Management: Full Self and Peer Assessment** |
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| **Details of nurse completing self-assessment:** | **Details of nurse completing peer assessment** |
| 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 |

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| 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. **A \*senior nurse is a RN employed on the senior nurse MECA and/or in a designated role with a focus on management, professional advice, education, policy and/or research.** **Note: A ‘Full Performance Review’ includes completion and assessment of a senior level portfolio and is a component of the portfolio requirements; it is not equivalent to a full portfolio submission****Process:**1. All Domains must be completed and must include a comment of endorsement in Section 3 by the Charge Nurse / Nurse Manager for the level of practice
2. The completed portfolio is handed into the Nurse Coordinator-PDRP who allocates a PDRP Assessor
3. For nurses employed in the primary/NGO/ARC sector, if possible the complete portfolio is assessed by an PDRP Assessor in the clinical area
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| **Information on completing the self assessment\**** NCNZ requires examples to clearly and completely answer the competency indicator with an explanation and actions of how you demonstrate this in your day to day practice
* 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\**** The peer assessment must be completed by the manager or a RN with delegated authority
* The peer assessor must be a registered nurse and be familiar with the practice of the nurse and be able to provide examples of how day to day practice meets the competency indicators. The peer assessor must be on the same level of practice or above or be a senior nurse.
* If the manager completes the assessment but is not a RN, another RN must **also** assess the nurse.
* In some primary/NGO/ARC organisations, the employer may also require a separate nursing performance appraisal/review.
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| * **NCNZ Competencies**
* *The part in italics is a guide to help you answer the competency. Depending on your role, only some of it may be applicable.*

Please note the term ‘health consumer’ has been used. This includes any recipient of health care and/or services e.g. clients, residents, turoro.***For Designated Senior Nurse - Answers and examples must also demonstrate how evidence based practice has been applied to and improve outcomes for patients and service delivery.*** ***All references (where required) must be in APA format. Refer PDRP Information Handbook*** | * **(1) Self Assessment**
* **Provide an example of how you meet the competency indicator. Explain the link between the competency and the context of your role.**

***Senior Nurse level practice includes knowledge, skills and evidence of clear examples:*** * ***Supporting colleagues***
* ***Leadership & management of 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.***  | * **(2) Peer Assessment**
* **Provide an example of how the nurse has met each competency.**
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| **Domain One: Professional responsibility****All senior nurses must complete a self and peer assessment against all of the competencies in Domain One.** |
| * 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, one legislation, or codes, guidelines or policies that relate to your practice. Describe how these documents guide and impact on your practice? Discuss what you do to make sure you and colleagues abide by them.* |  |  |
| * 1. Demonstrates the ability to apply the principles of the Treaty of Waitangi/Te Tiriti o Waitangi to nursing practice.

*This competency is about the Treaty and its relevance to the health of Māori, which is more specific than cultural safety. Reference documents that help you know what appropriate practice is e.g. CCDHB Tikanga Māori guidelines or NCNZ Cultural Safety, Treaty of Waitangi and Māori Health Guidelines, Standards of Practice for Mental Health Nursing in Aotearoa, Whāia Te Ao Mārama 2018 to 2022: The Māori Disability Action Plan. Ensure your practice examples include your direct application of the principles, rather than simply referring to other services. What do you do or how does your role assist with addressing health disparities?*  |  |  |
| * 1. Demonstrates accountability for directing, monitoring and evaluating nursing care that is provided by enrolled nurses (ENs) and others.

*Describe the difference in RN and EN scope of practice and unregulated healthcare workers and what this means in your work context. Even if you do not actually work with ENs or unregulated workers e.g.: Mental Health Support Workers, Cultural Practitioners, Health Care Assistants, all RNs must demonstrate understanding of these requirements. For HS nurses (including those 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.

*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. Describe what actions reduce risk, promote safety and wellbeing e.g. the prevention of cross infection, falls prevention, self-harm, suicide, impacts of behaviours, co-morbid conditions, OR maintenance of skin integrity, nutrition and hydration. Leadership to promote health consumer safety, independence or quality of life & independence to be evidenced.* |  |  |
| * 1. Practices nursing in a manner that the health consumer determines as being culturally safe.

*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. How do you ensure your own culture or beliefs or those of others do not impact negatively on patients?*  |  |  |
| **Domain Two – Management of Nursing Care: designated senior nurses not involved in direct health consumer care, please complete Section 2b** |
| **Section 2b Competencies for senior nurses involved in management: Must complete a self and peer assessment against these competencies.** |
| 2b.1.Promotes an environment that contributes to ongoing demonstration and evaluation of competencies.*What do you do to assist nurses to meet the competencies? How do you monitor or measure this? Documents guiding practice need to be referenced.* |  |  |
| 2b.2.Promotes a quality practice environment that supports nurses’ abilities to provide safe, effective and ethical nursing practice.*What do you do to assist nurses to provide safe, effective and ethical care? This could be an example linked to evaluation of care and strategies put in place to support improvement to practice. Documents guiding practice need to be referenced.* |  |  |
| 2b.3.Promotes a practice environment that encourages learning and evidence-based practice (EBP).*What do you do to assist nurses to learn and promote EBP? This could be an example of supporting colleagues with mentoring and /or debriefing of a complex situation. Documents guiding practice need to be referenced.* |  |  |
| 2b.4.Participates in professional activities to keep abreast of current trends and issues in nursing.*Describe the professional activities are you involved in: groups, committees, colleges? Give examples of how you are involved in the wider organisation. Evidence of meeting this competency is also in the PD record.* |  |  |
| **Domain Three: Interpersonal Relationships: Designated senior nurses not involved in direct health consumer care, please complete section 3b.** |
| **Section 3b - All senior nurses involved in management, education, policy and/or research must complete a self and peer assessment against both competencies in 3b.** |
| 3b.1. Establishes and maintains effective interpersonal relationships with others, including utilising effective interviewing and counselling skills and establishing rapport and trust.*Effective communication occurs when your message is understood and there are no misunderstandings. Describe when this is challenging and discuss the different communication skills you use related to the requirements of your role and support of colleagues to overcome these.* |  |  |
| 3b.2. Communicates effectively with members of the health care team, including using a variety of effective communication techniques, employing appropriate language to context and providing adequate time for discussion.*Consider the different requirements for communicating effectively with the different health care team members and the different skills needed for specific circumstances when this is challenging.* |  |  |
| **Domain Four: Inter-professional Healthcare & Quality Improvement** **All designated senior nurses must complete a self and peer assessment against all of the competencies in Domain Four.** |
| 4.1 Collaborates and participates with colleagues and members of the health care team (HCT) to facilitate and coordinate care.*Collaboration is working together to achieve shared goals. Write about the skills needed when working with others to positively influence care outcomes. This may have been as a result of participation in an audit or the team needing to meet Ministry of Health targets*. Reference required |  |  |
| 4.2 Recognises & values the roles and skills of all members of the health care team in delivery of care.*Consider the HCT members’ skills, knowledge and roles. Think about the value and contribution of team members and the colleagues you work most closely with. How do you show that you appreciate their contribution to enhancing the delivery of health consumer care?*  |  |  |
| * 1. Participates in quality improvement activities to monitor and improve standards of nursing

*Provide an example of quality initiatives in which you have participated and the positive impact on health consumer care or service delivery. Reference required.**Key words: health consumer safety, reducing errors, efficiency, effectiveness, systems, processes, outcomes, audit.* |  |  |
|  | **Additional comments:****Signature:****Date:** | **Statement of Support:****Signature:****Date:** |
| **(3) Line / Nurse Manager** comments:(if they have not completed peer assessment above) to include confirmation that the nurse is consistently practicing at expert level and meets all the indicators at expert level and is influencing quality of service delivery in the directorate or organisation: |
| Name: | Signature: | Date: |