



## Performance Review – Registered Nurse

**For WCDHB Policy and Procedure related to the Performance Review process, please refer to the WCDHB-HR-0023 in the WCDHB Human Resource Manual.**

### Applicant details *(Applicant to complete)*

Name:		Position:	
Department		Reviewer:	
Annual Practicing Certificate Number and expiry date:		FTE (Full time Equivalent)	
Scope of Practice:		Restrictions	
Performance period from:		to:	
PDRP Level of Practice:		Initial submission date:	3 yearly Resubmission due date

The Nurse produces evidence of having undertaken a minimum of 60 days of nursing practice in the last 3 years Yes  No

Comment:

The Nurse produces evidence of maintenance of organizational mandatory training requirements Yes  No

Comment:

The Nurse produces evidence of having completed the minimum requirement of 60 hours of education in the last 3 years Yes  No

years

Comment:

Position Description is: Yes  No

➤ reviewed as part of Performance Review process

➤ reviewed within last 3 years Yes  No

**Review of Professional Development Goals set at last review** (*Staff member to complete initially, then Manager to add*)

Professional Development undertaken in past year	How has this contributed to your practice? Your career plan? Patient outcomes? Others practice?

Prior to undertaking this appraisal it is recommended you download “Competencies for the registered nurse scope of practice” from: <http://www.nursingcouncil.org.nz> AND if applying for PDRP, refer to the appropriate level guidelines from <http://www.cdhb.govt.nz/pdrp/>

**Key accountabilities**

As based on job description (attach JD to Performance Review. *Staff member completes then Manager comments.*

	Key accountabilities/domains	Your evidence of achievement	Managers comments
<b>1</b>	<b>Professional Responsibility</b> 1.1 Accepts responsibility for ensuring that his/her nursing practice and conduct meet the standards of the professional, ethical and relevant legislated requirements		
	1.2 Demonstrates the ability to apply the principles of the Treaty of 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		
<b>Development opportunities</b> <i>(Staff member completes then Manager Comments)</i>			

## Key accountabilities

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	<b>Key accountabilities/domains</b>	<b>Your evidence of achievement</b>	<b>Managers comments</b>
<b>2</b>	<b>Management of Nursing Care</b> 2.1 Provides planned nursing care to achieve identified outcomes		
	2.2 Undertakes a comprehensive and accurate nursing assessment of clients in a variety of settings		
	2.3 Ensures documentation is accurate and maintains confidentiality of information		
	2.4 Ensures the client has adequate explanation of the effects, consequences and alternatives of proposed treatment options		
	2.5 Acts appropriately to protect oneself and others when faced with unexpected client responses, confrontation, personal threat or other crisis situations		
	2.6 Evaluates client's progress toward expected outcomes in partnership with clients		
	2.7 Provides health education appropriate to the needs of the client within a nursing framework		
	2.8 Reflects upon, and evaluates with peers and experienced nurses, the effectiveness of nursing care		
	2.9 Maintains professional development		

<b>Development opportunities</b> <i>(Staff member completes then Manager Comments)</i>	
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	<b>Key accountabilities/domains</b>	<b>Your evidence of achievement</b>	<b>Managers comments</b>
<b>3</b>	<b>Interpersonal Relationships</b> 3.1 Establishes, maintains and concludes therapeutic interpersonal relationships with client		
	3.2 Practices nursing in a negotiated partnership with the client where and when possible		
	3.3 Communicates effectively with clients and members of the health care team		
	<b>Development opportunities</b> <i>(Staff member completes then Manager Comments)</i>		

## Key accountabilities

As based on job description (attach JD to Performance Review. *Staff member completes then Manager comments.*

	<b>Key accountabilities/domains</b>	<b>Your evidence of achievement</b>	<b>Managers comments</b>
4	<b>Interpersonal Healthcare and Quality improvement</b>		
	4.1 Collaborates 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		
<b>Development opportunities</b> <i>(Staff member completes then Manager Comments)</i>			

## **Enjoyable aspects of Role**

What are the most enjoyable aspects of your role? *Staff member to complete then discuss with Manager*

	<b>Role Aspects</b>
<b>1</b>	
<b>2</b>	
<b>3</b>	

## **Opportunities for improvement - general**

This is an opportunity to identify any practice issues, processes or aspects of the role which could be improved and discuss possible solutions.

		<b>Solutions? (Responsibilities/expected outcomes/ measurement)</b>
<b>1</b>		
<b>2</b>		
<b>3</b>		

## **Potential Career Pathway and Learning Plan**

*Staff member to complete and then discuss with Line Manager*

<b>Career Objective/Goal/s</b>	<b>Learning/development need</b>	<b>How this is to be achieved</b>	<b>By when</b>
<b>Managers Comments:</b>			

**General overall comments on performance**

To be completed once previous sections are all completed

<p><b>PDRP Level of Practice endorsed:</b> Yes <input type="checkbox"/>    Yes <input type="checkbox"/></p> <p><b>Comments:</b></p>
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