



Continuing Competence Program Annual Self-Assessment Tool

Introduction

Each year, all active practising LPNs in Manitoba complete a self-assessment against their Standards of Practice as one component of the College of Licensed Practical Nurses of Manitoba's (CLPNM's) Continuing Competence Program (CCP).

The Standards of Practice describe minimum professional expectations for all LPNs in Manitoba. This self-assessment is an opportunity for you to reflect on your nursing practice and your knowledge of your standards and identify areas for further learning and development as a professional.

Instructions

This self-assessment tool follows the Standards of Practice of the LPN profession in Manitoba. It will walk you through each of the indicators that fall within each of the eight Standards.

To complete the self-assessment.

- Review and reflect on each indicator listed below in this tool, and rate the extent to which you meet the professional expectation it describes using a rating scale of 1-3 as follows:
 1. I consistently meet the expectation of this indicator.
 2. I sometimes meet the expectation of this indicator.
 3. I rarely meet the expectation of this indicator. This is a priority area of development for me.
- Make notes, summarizing your overall observations about your areas of strength, and areas for further development.
- Unless you assess that you consistently meet each indicator, you are encouraged to review:
 - The recorded CLPNM Jurisprudence Education Session
 - The CLPNM Code of Ethics
 - CLPNM Practice Directions

Each of these resources is available on the CLPNM website at www.clpnm.ca.

Note: if you were selected for the CCP Audit, your completed self-assessment does not need to be submitted for review by the CCP auditors, unless you were specifically directed to submit it.

More information about the CCP is available in the [CCP Instruction Guide](#).

Standard 1: Knowledge		Rating (1-3)
The Licensed Practical Nurse bases practice on knowledge acquired from nursing science and the humanities. The Licensed Practical Nurse:		
1.1	Demonstrates current knowledge necessary to provide safe care.	1
1.2	Demonstrates knowledge, skill and professional judgment relevant to practice.	1
1.3	Uses current knowledge to support and guide practice.	1
1.4	Demonstrates an awareness and understanding of trends in practical nursing, health and society, which impact practice.	2
1.5	Demonstrates a commitment to lifelong learning through self-evaluation and participation in the professions Continuing Competence Program.	1

Standard 2: Application of Knowledge, Skills and Judgment		Rating (1-3)
The Licensed Practical Nurse assesses the client's actual or potential strengths and limitations, plans interventions and evaluates outcomes. The Licensed Practical Nurse:		
2.1	Practices within own level of competence.	1
2.2	Obtains information from a variety of sources.	2
2.3	Applies critical thinking and problem-solving processes in decision making.	2
2.4	Determines client status and responds to actual or potential health problems, by planning and performing nursing interventions, evaluating outcomes and revising care as necessary.	2
2.5	Exercises judgment to distinguish between relevant and irrelevant information when assessing, evaluating and reporting.	2
2.6	Initiates, maintains and concludes the therapeutic nurse client relationship.	1
2.7	Maintains documentation of client care and observations that are chronological, legible, clear, timely, accurate and concise.	3

Standard 3: Professional Service in the Public Interest		Rating (1-3)
The Licensed Practical Nurse provides nursing service and collaborates with others in providing health care, while respecting individual beliefs. The Licensed Practical Nurse:		
3.1	Responds to the needs of clients in a manner that fosters trust, respect, collaboration and innovation.	1
3.2	Provides appropriate information to the client.	1
3.3	Communicates and collaborates with appropriate professionals and relevant others to attain client health care outcomes.	2
3.4	Assists clients to select choices, which will support changes in their health care outcomes.	1
3.5	Encourages clients to assume responsibility for their own health.	1
3.6	Respects the integration of alternative approaches to client's own health care.	2

3.7	Encourages client learning through appropriate learning strategies.	2
3.8	Encourages and supports the integration of clients into their community by providing information regarding available support services.	1
3.9	Uses resources effectively and efficiently in the provision of nursing services.	1
3.10	Exercises judgment in directing and/or delegating client's care to other appropriate health care workers.	2

Standard 4: Ethical Practice		Rating (1-3)
The Licensed Practical Nurse understands, promotes and adheres to the ethical standards of the profession. The Licensed Practical Nurse:		
4.1	Adheres to the College of Licensed Practical Nurses of Manitoba Code of Ethics.	1
4.2	Acts as an advocate to protect and promote the clients right to autonomy, respect, privacy, dignity and access to information.	1
4.3	Recognizes the impact of own values and beliefs on practice.	2
4.4	Maintains appropriate boundaries between professional therapeutic relationship and non-professional personal relationships.	1
4.5	Identifies, responds to and reports situations of unsafe practice or professional misconduct to appropriate authorities.	1
4.6	Promotes a practice environment that supports ethical behavior and practice.	1

Standard 5: Self-Regulation		Rating (1-3)
The Licensed Practical Nurse maintains current knowledge related to the profession. The Licensed Practical Nurse:		
5.1	Maintains current registration.	1
5.2	Maintains current knowledge related to the regulation of the profession.	3
5.3	Supports the mandate of the College of Licensed Practical Nurses of Manitoba to protect the public.	1
5.4	Maintains an informed position with respect to regulatory changes, which affect practice.	2
5.5	Practices within the professions legislated Scope of Practice.	1
5.6	Participates in professional meetings and activities.	2

Standard 6: Continuing Competence		Rating (1-3)
The Licensed Practical Nurse assumes responsibility for attaining and maintaining competence relevant to own practice. The Licensed Practical Nurse:		
6.1	Demonstrates appropriate knowledge, skills and judgment related to own practice.	1
6.2	Demonstrates awareness of the changing trends in nursing, health and society that impact practice.	2
6.3	Continually assesses own competence to identify learning needs and opportunities for growth and development.	2
6.4	Uses reflective thought and feedback from others when assessing own practice.	2
6.5	Provides feedback to others to support their professional development.	3
6.6	Participates in the College of Licensed Practical Nurses of Manitoba Continuing Competence Program.	1
6.7	Incorporates knowledge gained into practice.	1
6.8	Maintains a record of professional activities.	1

Standard 7: Professional Responsibility and Accountability		Rating (1-3)
The Licensed Practical Nurse is responsible and accountable for own practice and conduct. The Licensed Practical Nurse:		
7.1	Demonstrates knowledge regarding professional responsibilities.	2
7.2	Accepts accountability and takes responsibility for own professional conduct and decisions at all times.	1
7.3	Adheres to policies and procedures of employment setting.	1
7.4	Supports policies and practices consistent with the College of Licensed Practical Nurses of Manitoba Standards of Practice and reports those in conflict with the Standards.	2
7.5	Maintains mental, spiritual and physical well-being.	1
7.6	Displays the characteristics and attributes of a professional.	1
7.7	Seeks advice, when necessary, from individuals who are competent to provide that advice in a given situation.	2
7.8	Protects the rights of the client, including confidentiality, privacy, dignity, and self-determination.	1
7.9	Protects confidentiality of all information gained in the context of a professional relationship.	1
7.10	Complies with health-related legislation pertaining to the disclosure of confidential information.	1
7.11	Uses conflict resolution skills to facilitate inter-disciplinary health team interactions.	2

Standard 8: Professional Leadership		Rating (1-3)
The Licensed Practical Nurse demonstrates professional leadership in the delivery of quality nursing and health care services to the public. The Licensed Practical Nurse:		
8.1	Promotes and participates in the continuing development of the discipline of practical nursing.	2
8.2	Demonstrates openness to new ideas, which may change, enhance or support nursing practice.	2
8.3	Presents a positive image of nursing.	1
8.4	Acts as a role model, resource and mentor to clients, learners, nursing peers and colleagues.	2
8.5	Promotes and supports practical nursing and other health team members to practice to their full scope of practice.	2
8.6	Advocates for changes to policies and protocols, which impede the profession from meeting client needs and the professional standards.	2
8.7	Contributes to the development of policies and procedures for the delivery of competent safe nursing care.	3
8.8	Promotes practice environments, which support the nurses' mental, physical and emotional well-being.	1
8.9	Advocates for clients, professional practice environments and the nursing profession.	2
8.10	Promotes efforts to achieve a healthier society.	2

Areas of strength that I have identified include:	
<p>I present a positive image of nursing.</p> <p>I demonstrate my accountability and responsibility to my profession.</p> <p>I attain and maintain continued competence in my area of practice.</p> <p>I adhere to the ethical standards.</p> <p>I communicate and collaborate with my health care team while respecting my client's own beliefs.</p>	
Priority areas for development that I have identified include:	
<p>I want to increase my knowledge of professional self regulation</p> <p>I will further develop my knowledge and skills in electronic documentation.</p> <p>I will provide feedback to colleagues to support their professional development.</p> <p>I will increase my leadership skills by contributing to the development of policies and procedures.</p>	
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