

SELF-ASSESSMENT TOOL

Continuing Competency Program

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SELF-ASSESSMENT TOOL

The Self-Assessment Tool is used to assess your professional practice using the LPN Standards of Practice and Competency Profile as a guide. Focus your assessment on your practice as a whole and then those Specific Competencies which are directly related to your role and responsibilities.

RATING SCALE Use the following rating scale to complete your Self-Assessment.

1 Excellent	2 Competent	3 Requires Improvement	4 Developmental	5 Not Applicable
Demonstrates excellence in the expectations and / or requirements of the competency.	Meets the expectations and / or requirements of the competency.	Has identified weakness in areas of knowledge, skills, attitudes, or clinical judgment.	Requires education and/or orientation to meet the expectations and / or requirements of the competency.	Not applicable to current role and responsibility.

STEP 1: SELF-ASSESSMENT WITHIN STANDARDS OF PRACTICE

Competency Number		Year 20__	Year 20__	Year 20__	Year 20__	Year 20__
A: Nursing Knowledge		Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)
A-1	Applies knowledge of anatomy and physiology of the human body to the assessment of client and delivery of nursing care.					
A-2	Applies knowledge of microbiology throughout care, disease prevention, and health promotion.					
A-3	Applies knowledge of pathophysiology to the nursing care of the client.					
A-4-4	Uses appropriate medical terminology to report and document client care.					
A-5-9	Adjusts nursing practice to the specific growth and development of the client.					
A-6	Applies principles of nutrition to the assessment and care of the client.					
A-7	Applies knowledge of pharmacology throughout client care and teaching.					

Competency Number		Year 20__	Year 20__	Year 20__	Year 20__	Year 20__
A-8-2	Integrates knowledge and skills from the sciences and humanities into the application of the nursing process.					
B: Nursing Process		Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)
B-1	Performs health assessment of client using assessment techniques and a systematic process.					
B-2-2	Implements the planning process and establishes client priorities involving client in planning.					
B-2-3	Identify and analyze nursing diagnosis.					
B-3	Implements nursing interventions to carry out nursing care plan.					
B-3-2	Reassess, review, and modify plan of care to meet the needs of the client.					
B-4	Evaluates the clients' response to care and treatment.					
C: Safety		Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)
C-1 to C-4	Applies critical thinking and clinical judgment when responding to emergency situations.					
C-5-1	Effectively uses protective devices to protect client, self, and others.					
C-6-1	Demonstrates the consistent application of standard precautions.					
C-7-1	Applies principles of medical and surgical asepsis in the delivery of care.					
C-12	Applies nursing knowledge and clinical judgment to maintain physical safety of client.					
D: Communication and Interpersonal Skills		Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)
D-1	Uses effective verbal and written communication in the practice setting.					
D-2	Appropriately establishes, maintains, and closes the nurse-client relationship.					
D-3	Collaborates with health care team to function as an effective team member.					
D-3-7	Adheres to the channels of communication within the employing agency.					

Competency Number		Year 20__	Year 20__	Year 20__	Year 20__	Year 20__
D-4	Provides client and family teaching.					
D-5	Reports and documents following legal protocols, agency policy and procedure.					
D-7	Applies clinical judgment in identifying problems and resolving issues in client care.					
D-8-1	Effectively manages time and organizes client care to meet priority needs.					
D-8-2	Demonstrates ability to rank the priority of client needs.					
W: Professionalism		Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)
W-1-3	Understands the key components of the Health Professions Act-LPN Regulation.					
W-2-3	Understands the Restricted Activity authorizations in the LPN Regulation.					
W-3	Understands the CLPNA Standards of Practice.					
W-4	Adheres to the CLPNA Code of Ethics and Standards of Practice.					
W-4-5	Acts as an advocate for client and empowers clients and families.					
W-5-1	Demonstrates accountability for own nursing practice.					
W-6	Maintains the confidentiality of client information.					
W-7	Recognizes professional boundaries within the nurse-client therapeutic relationship.					
W-9	Accepts responsibility for continuing competence and professional development.					
W-9-4	Participates in continuous quality improvement and evidence based changes to nursing practice.					
W-11	Keeps informed of current research affecting health care delivery.					
X: Nursing Practice and Leadership		Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)	Rating (1-5)
X-1-5	Recognizes own strengths and limitations as a leader.					
X-3-5	Uses appropriate channels of communication to report risks within setting.					

Competency Number		Year 20__	Year 20__	Year 20__	Year 20__	Year 20__
X-4	Applies critical thinking and clinical judgment when assessing or managing risk.					
X-7-1	Shares knowledge, skill, and expertise with colleagues and students.					
X-7-3	Seeks opportunities to teach and mentor others.					
X-7-4	Participates in committees, task forces and professional activities to offer the LPN perspective.					

SELF-ASSESSMENT SUMMARY		
Year	Competency Number	Describe the competency areas you want to improve or develop. List all items rated 2 (Competent), 3 (Requires Improvement), 4 (Developmental) in Step 1.
20__		
20__		
20__		
20__		
20__		

STEP 2: SELF-ASSESSMENT OF SPECIFIC COMPETENCIES

In this section, describe, assess, and rate the competencies specific to your area of work, specialty, role and responsibility. Review the competency sections in the Competency Profile to guide your assessment of the Specific Competencies. Seek feedback from another health professional.

Year	Competency Number	Describe & Assess Specific Competencies	Rating (1-5)
20__			
20__			
20__			
20__			
20__			

STEP 3: LEARNING PLAN

This page is intended to document your Learning Plan for one year. Photocopy this BLANK page for each additional year.

Your Learning Plan must consist of at least TWO objectives for each year. You are required to fill out all FOUR columns for each objective. Transfer your Learning Plan onto your Annual CLPNA Registration Renewal Form. Please refer to the Guidelines at www.clpna.com for more information.

YEAR 20_____

Learning Objectives (What I am going to learn?)	Resources & Strategies (What will I do to meet objectives?)	Target Date (Realistic time frame for achievement)	Evaluation (How will I know I learned it?)
Name: _____ CLPNA Registration #: _____			

RECORD OF PROFESSIONAL ACTIVITIES

Date	Professional Activity (include course, seminar, research, hours, details)	Summary of Learning

Name: _____	CLPNA Registration #: _____
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RECORD OF PROFESSIONAL ACTIVITIES

Date	Professional Activity (include course, seminar, research, hours, details)	Summary of Learning

Name: _____	CLPNA Registration #: _____
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