

X: Licensed Practical Nurse Leadership Role

Major Competency Area: **X**
**Licensed Practical Nurse
Leadership Role**

Priority: **One**

Competency: **X-1**
Leadership Skills

Date: September 1, 2005

A Licensed Practical Nurse will:

- X-1-1 Demonstrate ability to apply critical thinking and clinical judgment to leadership skills within the interdisciplinary health care team.**
- X-1-2 Demonstrate knowledge of the significance of leadership theories as applied to health care organizations.**
- X-1-3 Demonstrate knowledge of the characteristics and attributes of an effective leader such as:**
- ability to research answers
 - ability to take action
 - exemplary communication skills
 - high degree of competence
 - high integrity
 - ethical practice
 - honesty and respect for others
 - team player
 - positive attitude.
- X-1-4 Demonstrate knowledge of the factors that affect the styles of leadership in an organization.**
- X-1-5 Demonstrate ability to assess and recognize own strengths and limitations as a leader.**

A Licensed Practical Nurse will:

X-1-6 Demonstrate knowledge and ability to practice in a variety of leadership roles such as:

- team member
- team leader
- educator
- management and administration roles.

X-1-7 Demonstrate knowledge and ability to further develop, utilize and enhance leadership skills through on-going education, clinical mentoring, and experience.

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Competency: **X-2**

Team Lead Role

Date: September 1, 2005

A Licensed Practical Nurse will:

- X-2-1 Demonstrate ability to apply critical thinking and clinical judgment when practicing in the team leader / charge role.**
- X-2-2 Demonstrate knowledge of the job description, nursing care delivery model, policies and procedures of the agency.**
- X-2-3 Demonstrate ability to assess the health status of assigned patients / clients / residents.**
- X-2-4 Demonstrate ability to analyze assessment data to identify nursing diagnosis.**
- X-2-5 Demonstrate ability to prioritize client needs and related care.**
- X-2-6 Demonstrate ability to formulate, implement, and evaluate care plans.**
- X-2-7 Demonstrate ability to assign client care to the nursing team based on:**
 - client needs
 - level of care required
 - level of support available
 - education of team members
 - competence of team members
 - job description of team members.
- X-2-8 Demonstrate ability to supervise the nursing team and assist as required to ensure safe, quality nursing care is delivered.**
- X-2-9 Demonstrate ability to provide leadership in the revision of goals, priorities, and nursing intervention.**
- X-2-10 Demonstrate ability to manage time productively and utilize resources effectively in the team leader role.**

A Licensed Practical Nurse will:

- X-2-11 Demonstrate ability to communicate effectively with other health team members.**
- X-2-12 Demonstrate ability to accept, process, and implement orders from appropriate authorized health professionals.**
- X-2-13 Demonstrate ability to recognize the informal leadership role of team members.**
- X-2-14 Demonstrate knowledge and ability to manage concerns and problems by:**
- accurately identifying the problem
 - gathering information to formulate proposed solutions
 - examining all workable solutions
 - taking action to solve problems as appropriate
 - evaluating efficacy of action
 - report / consult as appropriate.
- X-2-15 Demonstrate knowledge and ability to advocate for clients.**
- X-2-16 Demonstrate ability to recognize the need for change and take action to facilitate change as necessary.**
- X-2-17 Demonstrate ability to organize and lead family / team conferences, meetings, and report.**
- X-2-18 Demonstrate ability to participate in committees and task forces to facilitate planning in the organization.**
- X-2-19 Demonstrate ability to provide positive role modeling and leadership to staff by:**
- being an advocate
 - communicating
 - encouraging
 - listening
 - motivating
 - supporting.

Note: LPNs must hold an Active Practice Permit to assume a team lead role.

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Competency: **X-3**

Organizational Structure

Date: September 1, 2005

A Licensed Practical Nurse will:

- X-3-1 Demonstrate knowledge of common organizational structures.**
- X-3-2 Demonstrate knowledge of the vision, mission, values, and goals of an organization.**
- X-3-3 Demonstrate knowledge of the parameters of the organization such as:**
- channels of communication
 - job descriptions
 - policies
 - procedures.
- X-3-4 Demonstrate ability to explain how the LPN role fits into a health care organization and agency structure.**
- X-3-5 Demonstrate ability to follow appropriate channels to communicate and report throughout the organization.**

Major Competency Area: **X**

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Priority: **Two**

Competency: **X-4**

Risk Management

Date: September 1, 2005

A Licensed Practical Nurse will:

- X-4-1 Demonstrate ability to apply critical thinking and clinical judgment when assessing or managing risk.**
- X-4-2 Demonstrate knowledge and ability to identify the categories of risks within a health care organization such as:**
- patient / client / resident
 - visitors
 - staff
 - environment.
- X-4-3 Demonstrate ability to differentiate between legal, ethical, quality, safety, and life threatening risk situations.**
- X-4-4 Demonstrate ability to use appropriate channels of communication to report risks within the setting.**
- X-4-5 Demonstrate ability to act as a client advocate in risk situations.**
- X-4-6 Demonstrate ability to intervene as appropriate to ensure that actions are taken to prevent, eliminate, and / or minimize risk.**
- X-4-7 Demonstrate ability to recognize a client's own choice in risk situations and facilitate completion of appropriate documentation.**
- X-4-8 Demonstrate ability to report and document areas of risk management within agency policy.**

Major Competency Area: **X**

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Priority: **Two**

Competency: **X-5**

Planning Process

Date: September 1, 2005

A Licensed Practical Nurse will:

- X-5-1 Demonstrate ability to formulate, implement, and revise nursing care plans.**
- X-5-2 Demonstrate ability to communicate nursing care plans to client, family, and staff and elicit their input into a plan as appropriate.**
- X-5-3 Demonstrate ability to communicate own ideas and suggestions for improvements in nursing care to the appropriate personnel.**
- X-5-4 Demonstrate ability to participate in nursing policy changes.**
- X-5-5 Demonstrate ability to participate in the strategic planning process of an organization.**

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Competency: **X-6**

Human Resource Management

Date: September 1, 2005

A Licensed Practical Nurse will:

X-6-1 Demonstrate ability to apply critical thinking and clinical judgment when practicing in human resource management.

X-6-2 Demonstrate knowledge and understanding of areas affecting human resource management such as:

- collective agreements
- Legislation
- Regulation
- Workers Compensation Board (WCB).

X-6-3 Demonstrate knowledge of and ability to implement the disciplinary process of the organization.

X-6-4 Demonstrate ability to identify the nursing care delivery model and staffing methods used in the organization.

X-6-5 Demonstrate knowledge of the various job description, policies, and procedures of the organization.

X-6-6 Demonstrate knowledge and ability to participate in and conduct job interviews.

X-6-7 Demonstrate ability to participate in or conduct annual performance appraisals.

X-6-8 Demonstrate ability to ensure security and confidentiality of personnel information.

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Priority: **Two**

Competency: **X-7**
Mentoring

Date: September 1, 2005

A Licensed Practical Nurse will:

- X-7-1 Demonstrate knowledge of professional obligation to share knowledge, skill, and expertise with junior colleagues.**
- X-7-2 Demonstrate ability to share knowledge, skill, and expertise with colleagues.**
- X-7-3 Demonstrate ability to seek opportunities to teach and mentor fellow LPNs, students, and others:**
- articulate and promote the role of the LPN to others
 - contribute to an environment that is conducive to learning
 - share knowledge and skills by mentoring, supporting and providing feedback
 - collaborate to create and maintain healthy environments in local, regional, and national communities.
- X-7-4 Demonstrate ability to serve as preceptor and provide mentorship to students.**
- X-7-5 Demonstrate knowledge of professional responsibility when supervising students:**
- providing appropriate support
 - providing guidance and supervision as necessary
 - role modeling professional behavior
 - supervising performance of restricted activities.

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Competency: **X-8**
Assignment to Health Care Aides

Date: September 1, 2005

A Licensed Practical Nurse will:

- X-8-1 Demonstrate knowledge and ability to assign, educate, and supervise health care aides following guidelines such as:**
- HPA LPN Regulation 2003
 - Decision Making Standards for Supervision of Health Care Aides
 - agency policy and procedures.
- X-8-2 Demonstrate ability to determine the extent and complexity of client needs and the nature of the work to be assigned.**
- X-8-3 Demonstrate ability to determine that the assignment is consistent with the health care aide's job description and competence.**
- X-8-4 Demonstrate ability to recognize the need for ensuring competence and support for the health care aide through:**
- teaching
 - written instructions
 - indirect supervision
 - direct supervision.
- X-8-5 Demonstrate ability to clearly communicate to the health care aide the expectations and outcomes in concise and measurable terms.**
- X-8-6 Demonstrate ability to encourage feedback and communication from the health care aide regarding the clarity of direction and expectations.**
- X-8-7 Demonstrate ability to recognize the need for intervention in care when necessary.**
- X-8-8 Demonstrate ability to evaluate the results of the assigned task on an ongoing basis by:**
- ongoing communication
 - clients response and outcomes
 - adjustments in care plan
 - evaluation of reporting and documentation.

Major Competency Area: **X**

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Priority: **Three**

Competency: **X-9**

Organize and Facilitate Meetings

Date: September 1, 2005

A Licensed Practical Nurse will:

X-9-1 Demonstrate knowledge and ability to plan an agenda and organize a meeting.

X-9-2 Demonstrate knowledge and ability to facilitate a meeting.

X-9-3 Demonstrate knowledge and ability to prepare minutes and follow through with action plan.