

COMPETENCY PROFILE

for Licensed Practical Nurses



COLLEGE OF
LICENSED PRACTICAL NURSES
OF ALBERTA

In Partnership With

Alberta
HEALTH

Competency Profile for Licensed Practical Nurses of Alberta

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Licensed Practical Nurses of Alberta – Competency Profile

Table of Contents

	page
Introduction	ix
Competency Profile Chart	xii
A: Nursing Knowledge	1
A1: Anatomy and Physiology	2
A2: Microbiology	3
A3: Pathophysiology	4
A4: Medical Terminology	6
A5: Growth and Development	7
A6: Nutrition	8
A7: Pharmacology.....	9
A8: Nursing Science	11
A9: Communication	13
B: Nursing Process	15
B1: Assessment.....	16
B2: Planning	19
B3: Implementation	20
B4: Evaluation	21
C: Safety	23
C1: Fire Emergency	24
C2: Disaster Emergencies.....	25
C3: Bomb Threat	26
C4: Missing Client Situation	27
C5: Personal Protection Devices	28
C6: Standard Precautions.....	29
C7: Infection Control.....	30
C8: Handling and Disposal of Sharps.....	31
C9: WHMIS and Transportation of Dangerous Goods.....	32
C10: Handling of Bio-Medical Waste	33
C11: Refusal of Treatment.....	34
C12: Maintain Physical Safety of Client	35
C13: Safe Work Practices	37
C14: Safety Reports and Documentation.....	38
D: Communication and Interpersonal Skills	39
D1: Effective Communication	40
D2: Therapeutic Nurse - Client Relationship.....	41
D3: Functioning as an Effective Team Member	43
D4: Client and Family Teaching	44
D5: Legal Protocols, Documenting and Reporting	46
D6: Accept, Transcribe and Initiate Orders	48

Licensed Practical Nurses of Alberta – Competency Profile

Table of Contents

	page
D: Communication and Interpersonal Skills	36
D7: Conflict Management	49
D8: Time Management	50
E: Nursing Practice	51
E1: Critical Thinking.....	52
E2: Clinical Judgment and Decision Making.....	53
E3: CPR and Code Procedure.....	54
E4: Admission Procedures	55
E5: Nursing Diagnosis.....	56
E6: Client Transfer, Discharge and Referral	57
E7: Activities of Daily Living	58
E8: Mobility of Clients	59
E9: Nutrition / Hydration.....	60
E10: Elimination.....	61
E11: Medical / Surgical Asepsis.....	62
E12: Peritoneal Dialysis	63
E13: Foot Care.....	64
E14: Wound Care	66
E15: Specimen Collection and Testing	67
E16: Resource Utilization.....	68
E17: Post Mortem Care	69
F: Respiratory Care	71
F1: Airway Management	72
F2: Oxygen Therapy.....	73
F3: Suctioning	74
F4: Respiratory Treatments	75
F5: Tracheostomy Care	76
F6: Chest Tubes.....	77
G: Surgical Nursing	79
G1: Knowledge of Surgical Procedures	80
G2: Perioperative Teaching	81
G3: Pre-operative Care	82
G4: Post-operative Care	83
G5: Wounds, Tubings and Drains.....	84
G6: Removal of Staples and Sutures	85

Licensed Practical Nurses of Alberta – Competency Profile

Table of Contents

	page
H: Orthopedic Nursing	87
H1: Knowledge of Orthopedic Nursing	88
H2: Cast Care	89
H3: Traction and External Fixators.....	91
H4: Splints and Braces.....	92
I: Neurological / Neurovascular Nursing	93
I1: Neurological / Neurovascular Assessment	94
I2: Seizures	96
I3: Spinal Precautions.....	97
I4: Support to the Client / Family.....	98
J: Cardiovascular Nursing	99
J1: Knowledge of Cardiovascular Disorders and Diseases	100
K: Maternal / Newborn Care	103
K1: Prenatal Care, Assessment and Teaching	104
K2: Knowledge and Assessment of Labour	106
K3: Assist with Managing Labour	107
K4: Assist with Delivery	108
K5: Postpartum Care and Teaching	109
K6: Prenatal / Pre-operative Care and Teaching.....	112
K7: Postnatal / Post-operative Care and Teaching.....	113
K8: Knowledge and Teaching of Newborn Care	114
L: Pediatrics	115
L1: Knowledge, Assessment and Care of Pediatric Client / Family	116
L2: Interventions and Safety Procedures	118
L3: Support and Teaching to Client / Family	119
L4: Knowledge and Use of Pediatric Equipment	121
M: Mental Health Nursing	123
M1: Knowledge and Assessment of Mental Health and Illness	124
M2: Aggressive Behaviour	127
M3: Intolerable Behaviour.....	129
M4: Prevention and Intervention in Suicide	130
M5: Substance Abuse Interventions	131
M6: Mental Health Treatments and Interventions.....	132
M7: Legal Protocols and Documentation Requirements.....	134

Licensed Practical Nurses of Alberta – Competency Profile

Table of Contents

	page
N: Emergency Nursing	135
N1: Multi-Systems Assessment	136
N2: Identify Priority Needs	139
N3: Nursing Interventions.....	140
N4: Assist with Emergency Interventions.....	141
N5: Knowledge of Equipment	143
N6: Support and Teach Client / Family	144
O: Gerontology Nursing	145
O1: Aging Process and Health Problems	146
O2: Support and Teaching	148
O3: Nursing Interventions.....	149
O4: Assessment for Appropriate Placement.....	151
O5: Safety Procedures.....	152
O6: Communication and Advocacy.....	153
P: Palliative Care	155
P1: Assess Physiological Change.....	156
P2: Pain Management and Symptom Control	157
P3: Psychological and Emotional Support	158
P4: Care and Comfort Measures	159
P5: Support Services	160
P6: Respect for the Family’s Rights and Wishes	161
P7: Post Mortem Care and Documentation.....	162
Q: Rehabilitation Nursing	163
Q1: Apply the Rehabilitation Process.....	164
Q2: Assessment and Provision of Rehabilitation Process	165
Q3: Support and Teaching	167
Q4: Collaboration.....	168
Q5: Discharge Planning	169
R: Community Health	171
R1: Knowledge of Community Health	172
R2: Nursing Process and Community Health	173
R3: Client Services	173
R4: Primary Health Care.....	176
R5: Community Health.....	177
R6: Preventative Health.....	178
R7: Health Teaching.....	179

Licensed Practical Nurses of Alberta – Competency Profile

Table of Contents

	page
S: Clinic Based Nursing	181
S1: Knowledge of Clinic Based Nursing	182
S2: Assessment and Prioritizing of Client Needs.....	183
S3: Nursing Interventions.....	184
S4: Coordinate Client Referral	186
S5: Support and Teaching	187
S6: HPA Authorization to Perform Ear Syringing	188
S7: Ear Syringing	189
T: Occupation Health and Safety	191
T1: Knowledge of Occupational Health and Safety Nursing	192
T2: Application of Nursing Process	193
T3: Health and Safety Promotion	194
T4: Collaborate with Health Professionals.....	195
T5: Respond to Emergency Situations	196
T6: Provision of Support for Program.....	197
U: Medication Administration.....	199
U1: Pharmacology and Principles of Administration of Medications	200
U2: Assess Client Need for Medication.....	201
U3: Processing Medication Orders	202
U4: Access Resources and Information	203
U5: Calculating Medication Dosages	204
U6: Preparation of Medications	205
U7: Administration of Medications	206
U8: Prepare and Administer Injections	208
U9: Nitrous Oxide.....	210
U10: Support and Teaching	211
U11: Monitoring Drug Effectiveness	212
U12: Storage and Disposal Procedures	213
U13: Drug Counts of Controlled Medications.....	214
U14: Diagnostic Imaging Contrast Agents	215
U15: Professional Accountability in Medication Administration.....	216
V: Infusion Therapy	217
V1: Knowledge of Intravenous Therapy	218
V2: Peripheral Intravenous Therapy	219
V3: Initiate and Discontinue Peripheral Infusion.....	221
V4: Care of a Central Line	222
V5: Care of a Central Line in Specific Settings.....	223
V6: Hypodermoclysis.....	224
V7: Blood Transfusion.....	226

Licensed Practical Nurses of Alberta – Competency Profile

Table of Contents

	page
W: Professionalism.....	229
W1: Health Professions Act and LPN Regulation.....	230
W2: Licensed Practical Nurse Scope of Practice.....	231
W3: Professional Standards of Practice.....	232
W4: Professional Ethics.....	233
W5: Professional Accountability.....	234
W6: Confidentiality.....	235
W7: Professional Boundaries.....	236
W8: Fitness to Practice.....	237
W9: Continuing Competence and Professional Development.....	238
W10: Policy and Procedures.....	239
W11: Nursing and Clinical Research.....	240
X: Licensed Practical Nurse Leadership Role.....	241
X1: Leadership Skills.....	242
X2: Team Lead Role.....	244
X3: Organizational Structure.....	246
X4: Risk Management.....	247
X5: Planning Process.....	248
X6: Human Resource Management.....	249
X7: Mentoring.....	250
X8: Assignment to Health Care Aides.....	251
X9: Organize and Facilitate Meetings.....	252
Y: Orthopedic Specialty.....	253
Y1: HPA Authorization and Standards.....	254
Y2: Knowledge and Application of Orthopedic Specialty.....	255
Y3: Application of Orthopedic Devices.....	258
Y4: Cast and Splint Care.....	259
Y5: Application and Monitoring of Traction.....	260
Z: Perioperative Nursing Specialty.....	263
Z1: HPA Authorization and Standards.....	264
Z2: Knowledge and Application of Perioperative Nursing.....	265
Z3: Knowledge and Application of Scrub Role.....	267
Z4: Knowledge and Application of Circulating Role.....	269
Z5: Knowledge and Assistance to the Anaesthetist.....	272
Z6: Knowledge and Application of Prep Room Role.....	274

Licensed Practical Nurses of Alberta – Competency Profile

Table of Contents

	page
AA: Dialysis Nursing Specialty.....	275
AA1: HPA Authorization and Standards	276
AA2: Knowledge of Dialysis Nursing	277
AA3: Assessment and Nursing Care of Dialysis Client	278
AA4: Initiate, Monitor and Discontinue Dialysis Treatment	279
BB: Additional Education in Neonatal Resuscitation	281
BB1: Knowledge of Neonatal Resuscitation	282
CC: Additional Education in Foot Care.....	285
CC1: HPA Authorization and Standards	286
CC2: Additional Education in Foot Care	287
DD: Additional Education in Phlebotomy Techniques.....	289
DD1: Knowledge and Ability to Perform Phlebotomy (Venipuncture)	290
EE: Licensed Practical Nurse Educator Role.....	293
EE1: Knowledge of Nursing Education	294
EE2: Knowledge of Practical Nursing.....	295
EE3: Knowledge of Curriculum Development and Revision	296
EE4: Knowledge and Application of Various Delivery Methods	297
EE5: Managing the Learning Environment	298
EE6: Facilitation of Learning	299
EE7: Utilization of Effective Communication	300
EE8: Evaluation of Learning	301
EE9: Participation in Professional Development	302
EE10: Evaluation of Own Performance	303
FF: Ophthalmic Nursing	305
FF1: Knowledge of Ophthalmology and Surgical Procedures.....	306
FF2: Assess and Care for Ophthalmic Client.....	307
FF3: Knowledge and Application of Surgical Asepsis	308
FF4: Perform Scrub Assistant Role	309
FF5: Assist with Laser Procedures.....	310
FF6: Assist with Circulating in the Ophthalmic Theatre	311
FF7: Provide Administrative Support to the Ophthalmic Program	312

Licensed Practical Nurses of Alberta – Competency Profile

Table of Contents

	page
GG: Immunization Specialty	315
GG1: HPA Authorization and Certification in Immunization	316
GG2: Immunity and Communicable Disease Control.....	317
GG3: Principles of Immunizing / Biological Agents	318
GG4: Assessment of Client Prior to Immunization	319
GG5: Informed Consent and Client Teaching	320
GG6: Prepare Immunizing / Biological Agents	321
GG7: Administer Immunizing / Biological Agents.....	322

Introduction

This Competency Profile includes the knowledge, skills, behaviours and attitudes required by a Licensed Practical Nurse (LPN) in Alberta as outlined in the Health Professions Act LPN Regulation 2003, and the CLPNA Standards of Practice. No one LPN is required to possess all competencies described in this document. Each LPN will possess a set of competencies specific to him/her and his/her workplace, setting or practice. In addition, the degree of proficiency of each competency will vary with different LPNs.

The competencies defined in the profile may be attained by LPNs in many different ways. Some competencies will be acquired through formal education (basic). Other competencies may be gained through experience and/or on-the-job training (additional). Some competencies are gained through advanced training, education and/or certification (specialty). Competencies seen to be “advanced” and gained specifically through additional training or specialty education are identified in the profile by shading.

Restricted Activity Authorizations

In the Health Professions Act there are activities that are considered high risk to the public that will be restricted to those regulated health professionals authorized to perform such activities. CLPNA has implemented three levels of authorizations for the restricted activities performed by LPNs.

1. “Basic” those restricted activities taught in the basic practical nurse program;
2. “Additional” those restricted activities acquired through experience, on the job education or post basic education;
3. “Specialty” those restricted activities requiring advanced education recognized by the CLPNA.

Throughout the Profile the restricted activity authorizations have been identified for competencies that are relatively new to LPN practice and for those identified as “Additional” and “Specialty”.

Purpose of the Profile

The purpose of this profile is to:

- outline the competencies of Licensed Practical Nurses in Alberta;
- provide a foundation for the College of Licensed Practical Nurses of Alberta continuing competency program;
- serve as a guideline for the development of competency assessment tools and methods, performance management systems, and LPN job descriptions;
- provide a reference for the LPNs ongoing self-assessment of competence;

- provide direction to post-secondary institutional programs regarding essential curriculum components;
- serve as a reference to inform employers and other stakeholders of the competence and potential of LPNs; and,
- provide baseline information and reference for long-term manpower planning for health care.

The profile is not intended to:

- be inclusive of all possible competencies required by LPNs. Some competencies may have been inadvertently missed.
- represent the competencies that all LPNs must achieve;
- specify obligations and/or requirements of LPNs for third party agencies or any other outside party; and
- be permanent, but must be updated on a regular basis as requirements and technologies change.

Structure of the Document

The competency profile begins with the **Competency Profile Chart**. The chart is organized into competency **bands** (A through GG). Each competency band is comprised of competency **clusters**. Each competency cluster is made up of **elements** and **sub-elements**. Some competencies are common to more than one competency cluster and so may be repeated.

Each competency cluster is rated with a “priority rating”, which appears in the bottom left-hand corner of the specific cluster on the profile chart and at the top of the page of the individual cluster description. The priority rating for each competency cluster may vary for individual LPNs depending on their individual practice. Not all elements and sub-elements within a cluster necessarily share the cluster priority rating; the priority rating applies to the overall competency cluster and to the “average” licensed practical nurse.

Future of the Document

This competency profile is meant to be a “living document;” it will evolve and change as nursing practice evolves and changes. The College of Licensed Practical Nurses of Alberta welcomes comments and suggestions so that the document can be continuously improved and refined.

Acknowledgement

The College of Licensed Practical Nurses of Alberta would like to acknowledge the many individuals who participated in the revisions of the 2004 Competency Profile for LPNs. The process of revision involved consultation with individuals, groups, and numerous LPN focus groups. The participants represented, health authorities, private employers, clinical nurse specialists, clinical nurse educators, nurse managers, nursing leaders, practical nurse educators, and licensed practical nurses from across the province.

Thank you to everyone involved for the time, expertise, attention to detail and commitment to improving and updating this document. The result of this inclusive process is a Competency Profile that will continue to guide LPN practice.

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Definition of Competency Priority Ratings

Each competency cluster is rated 1, 2, or 3 to indicate its significance to the provision of professional health care services.

1. Critical

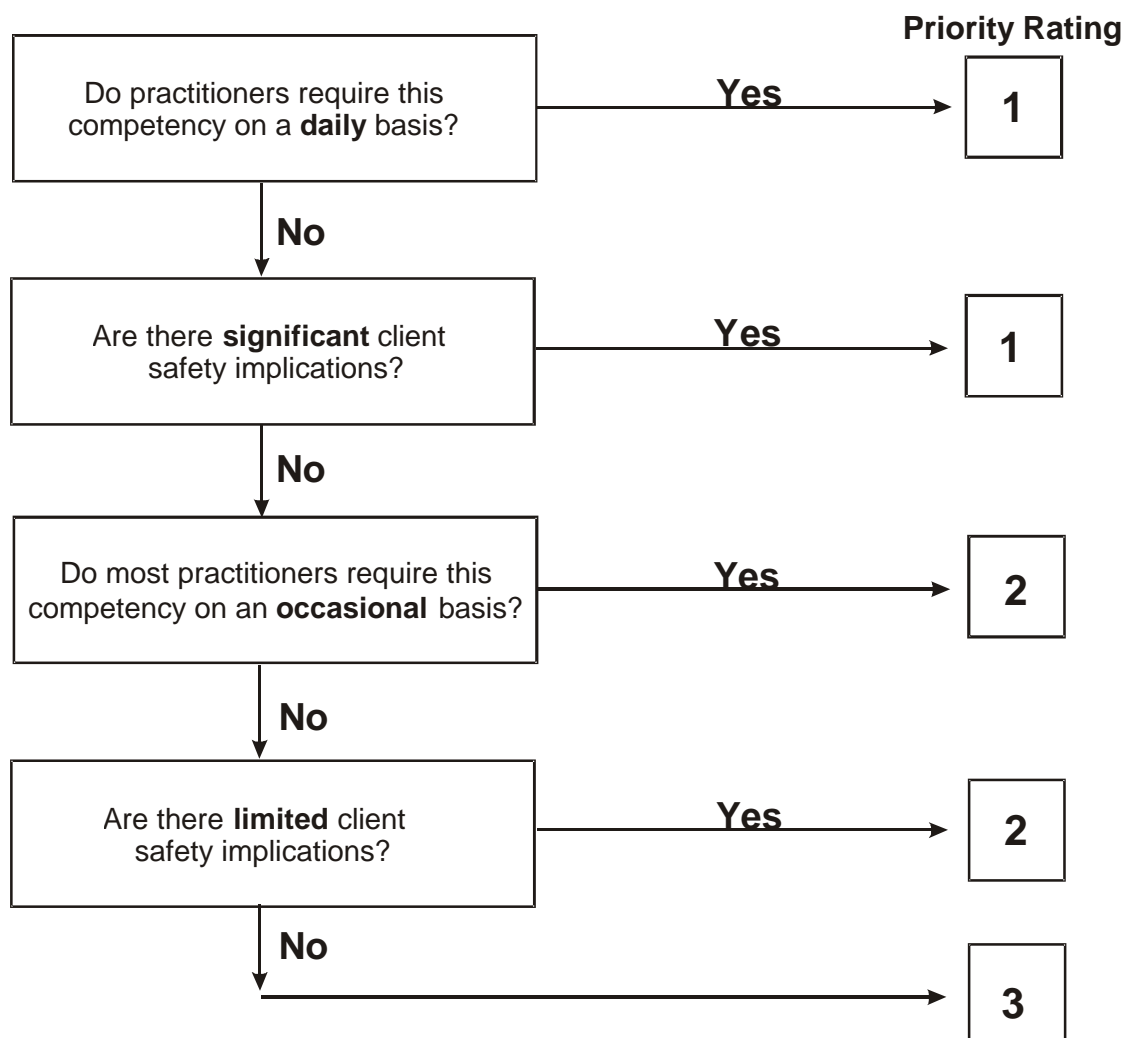
- Most practitioners require this competency on a daily basis, or
- This competency has significant client safety implications.

2. Important

- Most practitioners require this competency on an occasional basis, or
- This competency has limited client safety implications.

3. Selectively Required

- Only a select group of practitioners require this competency,
- Most practitioners require this competency on an infrequent basis, or
- This competency has no client safety implications.



College of Licensed Practical Nurses of Alberta

Competency Profile Chart

Profile Chart Interpretation

Priority ratings:

1 - Critical

2 - Important

3 - Selectively
Required



Competency Cluster	5
	4
	3
	2
	1

1

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Competency Profile Chart

September 2005

A. Nursing Knowledge

A-1	Anatomy and Physiology	5
		4
		3
		2
	1	1

A-2	Microbiology	5
		4
		3
		2
	1	1

A-3	Pathophysiology	5
		4
		3
		2
	1	1

A-4	Medical Terminology	5
		4
		3
		2
	1	1

A-5	Growth and Development	5
		4
		3
		2
	1	1

A-6	Nutrition	5
		4
		3
		2
	1	1

A-7	Pharmacology	5
		4
		3
		2
	1	1

A-8	Nursing Science	5
		4
		3
		2
	1	1

A-9	Communication	5
		4
		3
		2
	1	1

B. Nursing Process

B-1	Assessment	5
		4
		3
		2
	1	1

B-2	Planning	5
		4
		3
		2
	1	1

B-3	Implementation	5
		4
		3
		2
	1	1

B-4	Evaluation	5
		4
		3
		2
	1	1

College of Licensed Practical Nurses of Alberta

Competency Profile Chart

September 2005

C. Safety

C-1 Fire Emergency	5
	4
	3
	2
	1
1	1

C-2 Disaster Emergencies	5
	4
	3
	2
	1
1	1

C-3 Bomb Threat	5
	4
	3
	2
	1
1	1

C-4 Missing Client Situation	5
	4
	3
	2
	1
1	1

C-5 Personal Protection Devices	5
	4
	3
	2
	1
1	1

C-6 Standard Precautions	5
	4
	3
	2
	1
1	1

C-7 Infection Control	5
	4
	3
	2
	1
1	1

C-8 Handling and Disposal of Sharps	5
	4
	3
	2
	1
1	1

C-9 WHMIS and Transportation of Dangerous Goods	5
	4
	3
	2
	1
1	1

C-10 Handling of Bio-Medical Waste	5
	4
	3
	2
	1
1	1

C-11 Refusal of Treatment	5
	4
	3
	2
	1
1	1

C-12 Maintain Physical Safety of Client	5
	4
	3
	2
	1
2	1

C-13 Safe Work Practices	5
	4
	3
	2
	1
1	1

C-14 Safety Reports and Documentation	5
	4
	3
	2
	1
1	1

D. Communication and Interpersonal Skills

D-1 Effective Communication	5
	4
	3
	2
	1
1	1

D-2 Therapeutic Nurse - Client Relationship	5
	4
	3
	2
	1
1	1

D-3 Functioning as an Effective Team Member	5
	4
	3
	2
	1
1	1

D-4 Client and Family Teaching	5
	4
	3
	2
	1
2	1

D-5 Legal Protocols, Documenting and Reporting	5
	4
	3
	2
	1
1	1

D-6 Accept, Transcribe and Initiate Orders	5
	4
	3
	2
	1
1	1

D-7 Conflict Management	5
	4
	3
	2
	1
2	1

D-8 Time Management	5
	4
	3
	2
	1
1	1

College of Licensed Practical Nurses of Alberta

Competency Profile Chart

September 2005

E. Nursing Practice

E-1	Critical Thinking	5
		4
		3
		2
		1
1		1

E-2	Clinical Judgment and Decision Making	5
		4
		3
		2
		1
1		1

E-3	CPR and Code Procedure	5
		4
		3
		2
		1
1		1

E-4	Admission Procedures	5
		4
		3
		2
		1
1		1

E-5	Nursing Diagnosis	5
		4
		3
		2
		1
1		1

E-6	Client Transfer, Discharge and Referral	5
		4
		3
		2
		1
1		1

E-7	Activities of Daily Living	5
		4
		3
		2
		1
1		1

E-8	Mobility of Clients	5
		4
		3
		2
		1
1		1

E-9	Nutrition / Hydration	5
		4
		3
		2
		1
1		1

E-10	Elimination	5
		4
		3
		2
		1
1		1

E-11	Medical / Surgical Asepsis	5
		4
		3
		2
		1
1		1

E-12	Peritoneal Dialysis	5
		4
		3
		2
		1
1		1

E-13	Foot Care	5
		4
		3
		2
		1
1		1

E-14	Wound Care	5
		4
		3
		2
		1
1		1

E-15	Specimen Collection and Testing	5
		4
		3
		2
		1
1		1

E-16	Resource Utilization	5
		4
		3
		2
		1
1		1

E-17	Post Mortem Care	5
		4
		3
		2
		1
1		1

F: Respiratory Care

F-1	Airway Management	5
		4
		3
		2
		1
1		1

F-2	Oxygen Therapy	5
		4
		3
		2
		1
1		1

F-3	Suctioning	5
		4
		3
		2
		1
1		1

F-4	Respiratory Treatments	5
		4
		3
		2
		1
1		1

F-5	Tracheostomy Care	5
		4
		3
		2
		1
1		1

F-6	Chest Tubes	5
		4
		3
		2
		1
1		1

College of Licensed Practical Nurses of Alberta

Competency Profile Chart

September 2005

G. Surgical Nursing

G-1		5
Knowledge of Surgical Procedures		4
		3
		2
		1
1		1

G-2		5
Perioperative Teaching		4
		3
		2
		1
1		1

G-3		5
Pre-operative Care		4
		3
		2
		1
1		1

G-4		5
Post-operative Care		4
		3
		2
		1
1		1

G-5		5
Wounds, Tubings and Drains		4
		3
		2
		1
1		1

G-6		5
Removal of Staples and Sutures		4
		3
		2
		1
1		1

H. Orthopedic Nursing

H-1		5
Knowledge of Orthopedic Nursing		4
		3
		2
		1
1		1

H-2		5
Cast Care		4
		3
		2
		1
1		1

H-3		5
Traction and External Fixators		4
		3
		2
		1
1		1

H-4		5
Splints and Braces		4
		3
		2
		1
1		1

I: Neurological / Neurovascular Nursing

I-1		5
Neurological / Neurovascular Assessment		4
		3
		2
		1
1		1

I-2		5
Seizures		4
		3
		2
		1
1		1

I-3		5
Spinal Precautions		4
		3
		2
		1
1		1

I-4		5
Support to the Client / Family		4
		3
		2
		1
1		1

J. Cardiovascular Nursing

J-1		5
Knowledge of Cardiovascular Disorders and Diseases		4
		3
		2
		1
1		1

College of Licensed Practical Nurses of Alberta

Competency Profile Chart

September 2005

K. Maternal / Newborn Care

K-1	5
Prenatal Care, Assessment and Teaching	4
	3
	2
1	1

K-2	5
Knowledge and Assessment of Labour	4
	3
	2
2	1

K-3	5
Assist with Managing Labour	4
	3
	2
1	1

K-4	5
Assist with Delivery	4
	3
	2
1	1

K-5	5
Postpartum Care and Teaching	4
	3
	2
1	1

K-6	5
Prenatal / Pre-operative Care and Teaching	4
	3
	2
1	1

K-7	5
Postnatal / Post-operative Care and Teaching	4
	3
	2
1	1

K-8	5
Knowledge and Teaching of Newborn Care	4
	3
	2
1	1

L: Pediatrics

L-1	5
Knowledge, Assessment and Care of Pediatric Client / Family	4
	3
	2
1	1

L-2	5
Interventions and Safety Procedures	4
	3
	2
1	1

L-3	5
Support and Teaching to Client / Family	4
	3
	2
1	1

L-4	5
Knowledge and Use of Pediatric Equipment	4
	3
	2
1	1

M: Mental Health Nursing

M-1	5
Knowledge and Assessment of Mental Health and Illness	4
	3
	2
1	1

M-2	5
Aggressive Behaviour	4
	3
	2
1	1

M-3	5
Intolerable Behaviour	4
	3
	2
1	1

M-4	5
Prevention and Intervention in Suicide	4
	3
	2
1	1

M-5	5
Substance Abuse Interventions	4
	3
	2
1	1

M-6	5
Mental Health Treatments and Interventions	4
	3
	2
1	1

M-7	5
Legal Protocols and Documentation Requirements	4
	3
	2
1	1

College of Licensed Practical Nurses of Alberta

Competency Profile Chart

September 2005

N: Emergency Nursing

N-1	Multi-Systems Assessment	5
		4
		3
		2
		1
1		1

N-2	Identify Priority Needs	5
		4
		3
		2
		1
1		1

N-3	Nursing Interventions	5
		4
		3
		2
		1
1		1

N-4	Assist with Emergency Interventions	5
		4
		3
		2
		1
1		1

N-5	Knowledge of Equipment	5
		4
		3
		2
		1
1		1

N-6	Support and Teach Client / Family	5
		4
		3
		2
		1
1		1

O: Gerontology Nursing

O-1	Aging Process and Health Problems	5
		4
		3
		2
		1
1		1

O-2	Support and Teaching	5
		4
		3
		2
		1
1		1

O-3	Nursing Interventions	5
		4
		3
		2
		1
1		1

O-4	Assessment for Appropriate Placement	5
		4
		3
		2
		1
2		1

O-5	Safety Procedures	5
		4
		3
		2
		1
1		1

O-6	Communications and Advocacy	5
		4
		3
		2
		1
1		1

P: Palliative Care

P-1	Assess Physiological Change	5
		4
		3
		2
		1
1		1

P-2	Pain Management and Symptom Control	5
		4
		3
		2
		1
1		1

P-3	Psychological and Emotional Support	5
		4
		3
		2
		1
1		1

P-4	Care and Comfort Measures	5
		4
		3
		2
		1
1		1

P-5	Support Services	5
		4
		3
		2
		1
1		1

P-6	Respect for the Family's Rights and Wishes	5
		4
		3
		2
		1
1		1

P-7	Post Mortem Care and Documentation	5
		4
		3
		2
		1
1		1

Q: Rehabilitation Nursing

Q-1	Apply the Rehabilitation Process	5
		4
		3
		2
		1
1		1

Q-2	Assessment and Provision of Rehabilitation Process	5
		4
		3
		2
		1
1		1

Q-3	Support and Teaching	5
		4
		3
		2
		1
2		1

Q-4	Collaboration	5
		4
		3
		2
		1
1		1

Q-5	Discharge Planning	5
		4
		3
		2
		1
2		1

College of Licensed Practical Nurses of Alberta

Competency Profile Chart

September 2005

U. Medication Administration

U-1 Pharmacology and Principles of Administration of Medications	5
	4
	3
	2
	1
1	1

U-2 Assess Client Need for Medication	5
	4
	3
	2
	1
1	1

U-3 Processing Medication Orders	5
	4
	3
	2
	1
1	1

U-4 Access Resources and Information	5
	4
	3
	2
	1
1	1

U-5 Calculating Medication Dosages	5
	4
	3
	2
	1
1	1

U-6 Preparation of Medications	5
	4
	3
	2
	1
1	1

U-7 Administration of Medications	5
	4
	3
	2
	1
1	1

U-8 Prepare and Administer Injections	5
	4
	3
	2
	1
1	1

U-9 Nitrous Oxide	5
	4
	3
	2
	1
1	1

U-10 Support and Teaching	5
	4
	3
	2
	1
1	1

U-11 Monitoring Drug Effectiveness	5
	4
	3
	2
	1
1	1

U-12 Storage and Disposal Procedures	5
	4
	3
	2
	1
1	1

U-13 Drug Counts of Controlled Medications	5
	4
	3
	2
	1
1	1

U-14 Diagnostic Imaging Contrast Agents	5
	4
	3
	2
	1
1	1

U-15 Professional Accountability in Medication Administration	5
	4
	3
	2
	1
1	1

V. Infusion Therapy

V-1 Knowledge of Intravenous Therapy	5
	4
	3
	2
	1
1	1

V-2 Peripheral Intravenous Therapy	5
	4
	3
	2
	1
1	1

V-3 Initiate and Discontinue Peripheral Infusion	5
	4
	3
	2
	1
1	1

V-4 Care of a Central Line	5
	4
	3
	2
	1
1	1

V-5 Care of a Central Line in Specific Settings	5
	4
	3
	2
	1
1	1

V-6 Hypodermoclysis	5
	4
	3
	2
	1
1	1

V-7 Blood Transfusion	5
	4
	3
	2
	1
1	1

College of Licensed Practical Nurses of Alberta

Competency Profile Chart

September 2005

W. Professionalism

W-1		5
Health Professions Act and LPN Regulation		4
		3
		2
1		1

W-2		5
Licensed Practical Nurse Scope of Practice		4
		3
		2
1		1

W-3		5
Professional Standards of Practice		4
		3
		2
1		1

W-4		5
Professional Ethics		4
		3
		2
1		1

W-5		5
Professional Accountability		4
		3
		2
1		1

W-6		5
Confidentiality		4
		3
		2
1		1

W-7		5
Professional Boundaries		4
		3
		2
1		1

W-8		5
Fitness to Practice		4
		3
		2
1		1

W-9		5
Continuing Competence and Professional Development		4
		3
		2
1		1

W-10		5
Policy and Procedures		4
		3
		2
1		1

W-11		5
Nursing and Clinical Research		4
		3
		2
1		1

X. Licensed Practical Nurse Leadership Role

X-1		5
Leadership Skills		4
		3
		2
1		1

X-2		5
Team Lead Role		4
		3
		2
1		1

X-3		5
Organizational Structure		4
		3
		2
1		1

X-4		5
Risk Management		4
		3
		2
2		1

X-5		5
Planning Process		4
		3
		2
2		1

X-6		5
Human Resource Management		4
		3
		2
2		1

X-7		5
Mentoring		4
		3
		2
2		1

X-8		5
Assignment to Health Care Aides		4
		3
		2
2		1

X-9		5
Organize and Facilitate Meetings		4
		3
		2
3		1

College of Licensed Practical Nurses of Alberta

Competency Profile Chart

September 2005

Y. Orthopedic Specialty

Y-1	5
HPA Authorization and Standards	4
	3
	2
1	1

Y-2	5
Knowledge and Application of Orthopedic Specialty	4
	3
	2
1	1

Y-3	5
Application of Orthopedic Devices	4
	3
	2
1	1

Y-4	5
Cast and Splint Care	4
	3
	2
1	1

Y-5	5
Application and Monitoring of Traction	4
	3
	2
1	1

Z. Perioperative Nursing Specialty

Z-1	5
HPA Authorization and Standards	4
	3
	2
1	1

Z-2	5
Knowledge and Application of Perioperative Nursing	4
	3
	2
1	1

Z-3	5
Knowledge and Application of Scrub Role	4
	3
	2
1	1

Z-4	5
Knowledge and Application of Circulating Role	4
	3
	2
1	1

Z-5	5
Knowledge and Assistance to the Anaesthetist	4
	3
	2
1	1

Z-6	5
Knowledge and Application of Prep Room Role	4
	3
	2
1	1

AA. Dialysis Nursing Specialty

AA-1	5
HPA Authorization and Standards	4
	3
	2
1	1

AA-2	5
Knowledge of Dialysis Nursing	4
	3
	2
1	1

AA-3	5
Assessment and Nursing Care of Dialysis Client	4
	3
	2
1	1

AA-4	5
Initiate, Monitor and Discontinue Dialysis Treatment	4
	3
	2
1	1

BB. Additional Education in Neonatal Resuscitation

BB-1	5
Knowledge of Neonatal Resuscitation	4
	3
	2
1	1

College of Licensed Practical Nurses of Alberta

Competency Profile Chart

September 2005

CC. Additional Education in Foot Care

CC-1	5
HPA Authorization and Standards	4
	3
	2
1	1

CC-2	5
Additional Education in Foot Care	4
	3
	2
1	1

DD. Additional Education in Phlebotomy Techniques

DD-1	5
Knowledge and Ability to Perform Phlebotomy (Venipuncture)	4
	3
	2
1	1

EE. Licensed Practical Nurse Educator Role

EE-1	5
Knowledge of Nursing Education	4
	3
	2
1	1

EE-2	5
Knowledge of Practical Nursing	4
	3
	2
1	1

EE-3	5
Knowledge of Curriculum Development and Revision	4
	3
	2
1	1

EE-4	5
Knowledge and Application of Various Delivery Methods	4
	3
	2
1	1

EE-5	5
Managing the Learning Environment	4
	3
	2
1	1

EE-6	5
Facilitation of Learning	4
	3
	2
1	1

EE-7	5
Utilization of Effective Communication	4
	3
	2
1	1

EE-8	5
Evaluation of Learning	4
	3
	2
1	1

EE-9	5
Participation in Professional Development	4
	3
	2
1	1

EE-10	5
Evaluation of Own Performance	4
	3
	2
1	1

College of Licensed Practical Nurses of Alberta

Competency Profile Chart

September 2005

FF. Ophthalmic Nursing

FF-1	Knowledge of Ophthalmology and Surgical Procedures	5
		4
		3
		2
		1
1	1	

FF-2	Assess and Care for Ophthalmic Client	5
		4
		3
		2
		1
1	1	

FF-3	Knowledge and Application of Surgical Asepsis	5
		4
		3
		2
		1
1	1	

FF-4	Perform Scrub Assistant Role	5
		4
		3
		2
		1
1	1	

FF-5	Assist with Laser Procedures	5
		4
		3
		2
		1
1	1	

FF-6	Assist with Circulating in the Ophthalmic Theatre	5
		4
		3
		2
		1
1	1	

FF-7	Provide Administrative Support to the Ophthalmic Program	5
		4
		3
		2
		1
1	1	

GG. Immunization Specialty

GG-1	HPA Authorization and Certification in Immunization	5
		4
		3
		2
		1
1	1	

GG-2	Immunity and Communicable Disease Control	5
		4
		3
		2
		1
1	1	

GG-3	Principles of Immunizing / Biological Agents	5
		4
		3
		2
		1
1	1	

GG-4	Assessment of Client Prior to Immunization	5
		4
		3
		2
		1
1	1	

GG-5	Informed Consent and Client Teaching	5
		4
		3
		2
		1
1	1	

GG-6	Prepare Immunizing / Biological Agents	5
		4
		3
		2
		1
1	1	

GG-7	Administer Immunizing / Biological Agents	5
		4
		3
		2
		1
1	1	

A: Nursing Knowledge

Major Competency Area: **A**
Nursing Knowledge

Priority: **One**

Competency: **A-1**
Anatomy and Physiology

Date: September 1, 2005

A Licensed Practical Nurse will:

- A-1-1 Identify the normal structures and functions of the body.**
- A-1-2 Describe the anatomical organization of the body.**
- A-1-3 Describe the cellular chemistry and organization of the body.**
- A-1-4 Describe basic cellular functions – protein synthesis, cell division, and movement of substances across the cell membrane.**
- A-1-5 Explain how cells are organized into tissue, organs, and systems of the body.**
- A-1-6 Identify the structure and explain the function of body systems:**
- cardiovascular system
 - circulatory system
 - digestive system
 - endocrine system
 - genitourinary system
 - immune system
 - integumentary system
 - lymphatic system
 - musculoskeletal system
 - nervous system and special senses
 - reproductive system
 - respiratory system.
- A-1-7 Identify the components of blood and blood products.**
- A-1-8 Describe the major body processes of:**
- metabolism
 - reproduction
 - homeostasis.

Major Competency Area: **A**
Nursing Knowledge

Priority: **One**

Competency: **A-2**
Microbiology

Date: September 1, 2005

A Licensed Practical Nurse will:

- A-2-1 Explain characteristics of micro-organisms and their role in the transmission of disease.**
- A-2-2 Describe and differentiate pathogens and non-pathogens.**
- A-2-3 Describe and differentiate bacteria, viruses, and fungi.**
- A-2-4 Describe the normal micro-organisms within the human body.**
- A-2-5 Describe conditions for growth and transferability of micro-organisms.**
- A-2-6 Explain the concept of asepsis.**
- A-2-7 Explain the principles of disease prevention and health promotion.**

Major Competency Area: **A**
Nursing Knowledge

Priority: **One**

Competency: **A-3**
Pathophysiology

Date: September 1, 2005

A Licensed Practical Nurse will:

- A-3-1 Define pathophysiology as the science of disease processes within the human body.**
- A-3-2 Identify and describe pathophysiological processes:**
- etiology (cause of disease)
 - pathophysiology (disease process)
 - manifestations (signs and symptoms)
 - complications
 - chronic versus acute conditions / disorders.
- A-3-3 Describe common health problems for all body systems.**
- A-3-4 Identify the etiology, pathophysiology, and common complications of common health problems.**
- A-3-5 Describe common body responses to disease:**
- cellular / tissue / organ / system level
 - immunity
 - inflammation
 - stress
 - carcinogenesis
 - genetic
 - psychological.
- A-3-6 Describe the processes of inflammation, infection, and healing.**

A Licensed Practical Nurse will:

- A-3-7** **Explain the common types of trauma:**
- fractures
 - haemorrhage
 - shock
 - burns
 - neurological
 - respiratory
 - psychological
 - surgical
 - multisystem failure.
- A-3-8** **Describe the etiology and medical treatment of common mental disorders.**
(See Competency Band M).
- A-3-9** **Describe the common referral agencies and resources for mental health.**
- A-3-10** **Explain common medical management in relation to pharmacology, surgery, anaesthesia, and treatments.**
- A-3-11** **Apply the nursing process to the care of clients with common health problems.**

Major Competency Area: **A**
Nursing Knowledge

Priority: **One**

Competency: **A-4**
Medical Terminology

Date: September 1, 2005

A Licensed Practical Nurse will:

- A-4-1 Identify the meanings of common prefixes, suffixes, and root words used in reporting and documenting.**
- A-4-2 Identify and use common abbreviations in documentation.**
- A-4-3 Identify and use common medical symbols.**
- A-4-4 Use appropriate medical terminology in reporting and documentation.**
- A-4-5 Know common agency policies and procedures regarding documentation and use of medical terminology.**

Major Competency Area: **A**
Nursing Knowledge

Priority: **One**

Competency: **A-5**
Growth and Development

Date: September 1, 2005

A Licensed Practical Nurse will:

- A-5-1 Explain the common theories of human growth and development throughout the life cycles.**
- A-5-2 Describe the significant physical, psychological, social, cognitive, moral, spiritual, and cultural developments throughout the life cycle.**
- A-5-3 Describe the principles of growth and development.**
- A-5-4 Describe how the factors of environment, genetics, culture, lifestyle, religion, and maturation influence growth and development.**
- A-5-5 Identify the developmental tasks for each stage of growth and development.**
- A-5-6 Describe the normal process of learning.**
- A-5-7 Describe and apply the principles of teaching.**
- A-5-8 Describe and apply normal stages of death and dying, and grief and grieving process.**
- A-5-9 Relate normal growth and development processes to the application of nursing in the care of clients of all age groups.**

Major Competency Area: **A**
Nursing Knowledge

Priority: **One**

Competency: **A-6**
Nutrition

Date: September 1, 2005

A Licensed Practical Nurse will:

- A-6-1 Describe the importance of nutrition to health and recovery.**
- A-6-2 Identify the functions, major sources, and daily requirements for common nutrients:**
- carbohydrate
 - fibre
 - fat
 - minerals
 - protein
 - vitamins.
- A-6-3 Identify the Canada's Food Guide requirements for each age group throughout the life cycle.**
- A-6-4 Identify factors that affect normal nutrition, e.g., cultural, socio-economic and geographical.**
- A-6-5 Identify the indicators of adequate and inadequate nutrition.**
- A-6-6 Describe common methods to assess nutritional status:**
- general appearance
 - height and weight
 - diet history
 - food allergies
 - body mass index
 - lab values
 - swallowing
 - perception of body image.
- A-6-7 Describe the purpose and elements of common therapeutic diets.**
- A-6-8 Identify the role of the dietician as a member of the health team.**

Major Competency Area: **A**
Nursing Knowledge

Priority: **One**

Competency: **A-7**
Pharmacology

Date: September 1, 2005

A Licensed Practical Nurse will:

- A-7-1 Define pharmacology.**
- A-7-2 List four primary sources of drugs.**
- A-7-3 Describe the processes by which drugs are used in the body.**
- A-7-4 Distinguish between local and systemic sites of action.**
- A-7-5 Recognize normal lab values.**
- A-7-6 Describe the common effects of drugs:**
 - therapeutic effects
 - side effects
 - adverse reaction
 - allergic reaction
 - synergistic effects
 - drug interactions.
- A-7-7 Describe the signs, symptoms, and treatment of anaphylaxis.**
- A-7-8 Identify common legislation and drug standards.**
- A-7-9 Distinguish the difference between generic and trade name of drugs.**
- A-7-10 Identify the uses, actions, usual dosage range, major side effects, nursing implications, and examples of common drug classifications.**
- A-7-11 Define nursing role in “controlled substances.”**

A Licensed Practical Nurse will:

- A-7-12 Identify common systems of measurements in drug therapy.**
- A-7-13 Identify common formulas and calculate medication dosages for adults and children.**
- A-7-14 Describe the therapeutic purpose of drugs.**
- A-7-15 Describe the factors influencing medication action.**
- A-7-16 Describe and give examples of common medication actions.**
- A-7-17 Differentiate between drug abuse and drug misuse.**
- A-7-18 Differentiate between physiological and psychological dependence.**
- A-7-19 Identify roles and responsibilities of physician / nurse practitioner in prescribing and pharmacists in the dispensing of drugs.**
- A-7-20 Identify the common routes of medication administration.**
- A-7-21 Identify the principles underlying safe administration of medication:**
- assessment
 - “rights”
 - documentation
 - policy and procedures
 - safe disposal.
- A-7-22 Describe the purpose of common pharmacological references and resources.**

Major Competency Area: **A**
Nursing Knowledge

Priority: **One**

Competency: **A-8**
Nursing Science

Date: September 1, 2005

A Licensed Practical Nurse will:

- A-8-1 Describe the steps of the nursing process – assessment, planning, implementation, and evaluation.**
- A-8-2 Integrate knowledge and skills from sciences and humanities into the application of the nursing process.**
- A-8-3 Describe the process of identifying a nursing diagnosis.**
- A-8-4 Understand the evolution of nursing including history, role, function, and professionalism.**
- A-8-5 Describe the common characteristics of the Canadian health care system.**
- A-8-6 Identify the common methods of delivering and organizing nursing care.**
- A-8-7 Describe the basic elements of nursing theories and models:**
 - definition of nursing
 - health
 - human needs
 - illness
 - nursing process
 - wellness.
- A-8-8 Identify and describe trends and issues within the nursing professions.**
- A-8-9 Describe the legal, ethical, and moral aspects of nursing.**

A Licensed Practical Nurse will:

- A-8-10 Understand the role of the LPN within the health care system:**
- relationship to other health professionals
 - responsibility and accountability
 - scope of practice.
- A-8-11 Explain the concepts of professional accountability, responsibility for competence, and life long learning.**
- A-8-12 Provide the rationale and principles underlying nursing actions.**
- A-8-13 Describe the role of the LPN in health promotion and disease prevention.**
- A-8-14 Describe common complementary therapies.**

Major Competency Area: **A**
Nursing Knowledge

Priority: **One**

Competency: **A-9**
Communication

Date: September 1, 2005

A Licensed Practical Nurse will:

- A-9-1 Describe the concepts within communication.**
- A-9-2 Describe the common goals of communication.**
- A-9-3 Explain the elements of the communication process.**
- A-9-4 Recognize the components of non-verbal communication when interacting with clients, families, and co-workers.**
- A-9-5 Describe the components of verbal and written communication.**
- A-9-6 Describe the common factors that influence the communication process.**
- A-9-7 Describe the importance of self-awareness to effective communication.**
- A-9-8 Describe the importance of feedback to effective communication.**
- A-9-9 Describe the role of effective communication in establishing, maintaining, and closing interpersonal relationships.**
- A-9-10 Describe how the communication process is used within the nursing process and provision of nursing care.**
- A-9-11 Describe the importance of effective communication to management of conflict.**
- A-9-12 Describe the importance of effective communication to the leadership role.**
- A-9-13 Describe the purpose and use of common communication devices.**

B: Nursing Process

Major Competency Area: **B**
Nursing Process

Priority: **One**

Competency: **B-1**
Assessment

Date: September 1, 2005

A Licensed Practical Nurse will:

- B-1-1 Demonstrate ability to apply critical thinking and clinical judgment in the health assessment.**
- B-1-2 Demonstrate the knowledge and ability to assess the client:**
- collect data
 - historical
 - current
 - subjective
 - objective.
- B-1-3 Demonstrate the knowledge and ability to identify primary and secondary sources of data.**
- B-1-4 Demonstrate methods of data collection:**
- client / family interview
 - health history
 - statistical data
 - allergies
 - chief complaint
 - past health history
 - family medical history
 - medication history
 - lab values
 - social history
 - cultural / spiritual history
 - personal directives document
 - personal history.

A Licensed Practical Nurse will:

B-1-5 Demonstrate ability to perform the physical assessment:

- systems assessment including, but not limited to:
 - cardiovascular
 - gastrointestinal
 - genitourinary
 - gynecological
 - integumentary
 - musculoskeletal
 - neurological
 - neurovascular
 - respiratory
- head to toe physical assessment using techniques such as:
 - inspection:
 - visual inspection of a body part or cavity
 - characteristics, e.g., size, shape, colour, symmetry, position, and abnormalities
 - digital cameras, dopplers, and bladder scanners
 - palpation:
 - use of fingers or hands to assess an organ, areas of the body or mass of tissue
 - observe for characteristics while palpating:
 - temperature
 - texture
 - turgor
 - moisture
 - size
 - vibrations
 - pulsation
 - shape
 - consistency
 - pain or tenderness.

A Licensed Practical Nurse will:

B-1-5 Demonstrate ability to perform the physical assessment: (continued)

- percussion:
 - striking or tapping an area of the body for determining density, size, and location of an underlying structure
 - observe for characteristics during percussion
 - differential of sounds:
 - percussion sound
 - intensity
 - pitch
 - duration
 - quality
- auscultation:
 - act of listening to sounds produced by the organs and blood vessels of the body
 - observe for characteristics while auscultating:
 - pitch
 - loudness
 - quality
 - duration.

B-1-6 Demonstrate knowledge and ability to perform vital sign and other assessments such as:

- temperature
- pulse
- respiration
- blood pressure
- pulse oximetry
- blood glucose.

Major Competency Area: **B**
Nursing Process

Priority: **One**

Competency: **B-2**
Planning

Date: September 1, 2005

A Licensed Practical Nurse will:

- B-2-1 Demonstrate ability to apply critical thinking and clinical judgment in the planning of care.**
- B-2-2 Demonstrate the knowledge and ability to implement the planning process and establish priorities based on:**
- client needs / resources / privacy
 - client safety / risks
 - client desires / goals
 - family involvement
 - agency situation
 - timelines.
- B-2-3 Demonstrate knowledge and ability to identify and analyze nursing diagnoses.**
- B-2-4 Demonstrate knowledge and ability to prioritize the nursing diagnosis.**
- B-2-5 Demonstrate knowledge and ability to establish goals of care and expected outcomes:**
- short term
 - interim
 - long term.
- B-2-6 Demonstrate knowledge and ability to develop the nursing care plan:**
- written in terms of client behaviour
 - goals and outcomes must be observable and measurable
 - time orientated
 - clear and concise
 - consistent with physician orders
 - consistent with agency plan of care
 - document and communicate with health care team.

Major Competency Area: **B**
Nursing Process

Priority: **One**

Competency: **B-3**
Implementation

Date: September 1, 2005

A Licensed Practical Nurse will:

B-3-1 Demonstrate ability to apply critical thinking and clinical judgment during implementation of care plan.

B-3-2 Demonstrate the knowledge and ability to carry out interventions of the nursing care plan:

- reassess client
- review plan of care
- modify care plan
- organize equipment and supplies
- prepare environment
- client and family teaching
- anticipate and intervene to prevent complications
- consult with other health professionals as required
- reporting and documentation.

Major Competency Area: **B**

Nursing Process

Priority: **One**

Competency: **B-4**

Evaluation

Date: September 1, 2005

A Licensed Practical Nurse will:

B-4-1 Demonstrate ability to apply critical thinking and clinical judgment during ongoing evaluation of client.

B-4-2 Demonstrate knowledge and ability to evaluate client's response to care:

- assess the client's response to nursing actions
- assess the client's progress toward achieving goals
- assess the quality / effectiveness of nursing care provided
- measure the level of nursing care for the client
- determine family / social support system
- compare observed results with outcome criteria
- revise nursing diagnosis, outcomes, and care plan as needed
- follow through on further actions as indicated by assessment findings
- collaborate with health care team as appropriate
- document and communicate results of evaluation.

C: Safety

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-1**
Fire Emergency

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-1-1 Demonstrate ability to apply critical thinking and clinical judgment in response to a fire emergency.**
- C-1-2 Demonstrate knowledge of fire safety policy, procedures, and staff responsibilities in the event of a fire in the health care setting.**
- C-1-3 Demonstrate knowledge and ability to be prepared for a fire emergency, i.e., know the location and understand the operation of all fire safety equipment such as:**
- fire exits
 - fire / smoke doors
 - pull stations
 - extinguishers.
- C-1-4 Demonstrate knowledge and ability to respond to a fire situation, e.g., (REACT):**
Remove those who are in immediate danger
Ensure doors are closed and fire is contained in one area
Activate the fire alarm
Call appropriate personnel to report fire
Try to extinguish fire using appropriate equipment, if safe to do so.
- C-1-5 Demonstrate ability to evacuate clients as appropriate.**
- C-1-6 Demonstrate ability to appropriately record fire and follow-up actions.**

Major Competency Area: C
Safety

Priority: **One**

Competency: C-2
Disaster Emergencies

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-2-1 Demonstrate ability to apply critical thinking and clinical judgment in response to a disaster emergency.**
- C-2-2 Demonstrate ability to take immediate action to ensure safety of clients.**
- C-2-3 Demonstrate knowledge to initiate the appropriate response to the emergency.**
- C-2-4 Demonstrate knowledge of the established disaster plan.**
- C-2-5 Demonstrate knowledge and ability to respond to off duty callback.**
- C-2-6 Demonstrate knowledge of policy, procedures, and staff responsibilities in the event of a disaster in the health care setting.**
- C-2-7 Demonstrate ability to carry out actions of disaster plan.**
- C-2-8 Demonstrate ability to collaborate with other health professionals in triage of clients.**
- C-2-9 Demonstrate knowledge and ability to triage clients.**
- C-2-10 Demonstrate ability to communicate the disaster action plan to colleagues, clients, families, and others.**
- C-2-11 Demonstrate ability to recognize that personnel directly involved in facility response may require critical incident stress debriefing.**
- C-2-12 Demonstrate ability to participate in critical incident stress debriefing.**

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-3**
Bomb Threat

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-3-1 Demonstrate critical thinking and clinical judgment in response to a bomb threat.**
- C-3-2 Demonstrate knowledge and ability to adhere to agency policy regarding a bomb threat such as:**
- determine location of “alleged” bomb
 - obtain name of caller if possible
 - obtain telephone number of caller and who they represent
 - notify appropriate personnel / authorities.
- C-3-3 Demonstrate ability to remove clients and visitors from immediate danger.**
- C-3-4 Demonstrate ability to record and document incident.**

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-4**
Missing Client Situation

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-4-1 Demonstrate knowledge and ability to identify clients who are elopement risks.**
- C-4-2 Demonstrate knowledge and ability to apply agency policy and procedure for at-risk missing client.**
- C-4-3 Demonstrate ability to initiate and conduct the agency procedure for managing a missing client situation.**
- C-4-4 Demonstrate ability to record and document incident.**
- C-4-5 Demonstrate ability to notify appropriate professionals / family once client has been found.**

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-5**
Personal Protection Devices

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-5-1 Demonstrate knowledge and ability to properly use personal protection devices while interacting and providing care to clients, visitors, and families such as:**
- gloves
 - masks
 - specialized masks
 - gowns and aprons
 - footwear
 - appropriate clothing
 - protective glasses / goggles
 - personal protective alarms.
- C-5-2 Demonstrate the knowledge and ability to properly remove, clean and / or dispose of contaminated personal protection devices.**
- C-5-3 Demonstrate knowledge and ability to use protective / safety equipment such as:**
- biochemical waste disposal
 - fire extinguisher
 - fire alarms
 - sharps containers
 - spill kits.

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-6**
Standard Precautions

Date: September 1, 2005

A Licensed Practical Nurse will:

C-6-1 Demonstrate knowledge and ability to demonstrate the application of the principles of standard precautions:

- hand washing
- gloves
- face shields
- protective clothing
- safety glasses
- masks.

C-6-2 Demonstrate knowledge and ability to understand the growth and spread of pathogenic micro-organisms:

- clean and aseptic techniques
- donning a mask
- donning gloves
- double bagging
- gowning for isolation
- hand washing
- isolation techniques
- specialized cleaning of equipment.

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-7**
Infection Control

Date: September 1, 2005

A Licensed Practical Nurse will:

C-7-1 Demonstrate knowledge and ability to perform and maintain medical asepsis and surgical asepsis.

C-7-2 Demonstrate knowledge of the elements of the infectious process:

- the infection agent (pathogen)
- reservoir (growth environment)
- exit from reservoir
- method of transportation
- mode of entrance to the body
- host (another person or animal).

C-7-3 Demonstrate ability to establish isolation procedures according to agency policy:

- consult infection control officer, as appropriate
- appropriate protection of self and client
- disposal of utensils, supplies, and waste
- appropriate isolation rooms
- proper handling of equipment
- proper signage
- explanation to client and family.

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-8**
Handling and Disposal of Sharps

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-8-1 Demonstrate knowledge of the facility / organization policy for disposal of sharps.**
- C-8-2 Demonstrate the knowledge and understanding of the dangers of incorrect disposal of sharps.**
- C-8-3 Demonstrate knowledge and ability to use precautions in handling of sharps and follow agency protocol regarding:**
- disposal of needles
 - removal of needles from disposable syringes
 - removal of scalpel blades from handle.
- C-8-4 Demonstrate knowledge and ability to immediately report needlestick injury to appropriate personnel as per agency protocol.**

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-9**
**WHMIS and Transportation
of Dangerous Goods**

Date: September 1, 2005

A Licensed Practical Nurse will:

C-9-1 Demonstrate knowledge and ability to apply Workplace Hazardous Materials Information System (WHMIS) guidelines and regulations such as:

- location of material safety data sheets
- recognition of symbols
- appropriate labeling criteria
- appropriate packaging of material
- appropriate documentation for disposal.

C-9-2 Demonstrate knowledge and ability to respond correctly if a package containing material considered “Dangerous Goods” arrives damaged and / or leaking.

C-9-3 Demonstrate knowledge of and application of Transportation of Dangerous Goods (TDG) regulations.

C-9-4 Demonstrate knowledge of appropriate packing and documentation according to the final destination and mode of transportation (air or ground):

- locally
- nationally
- internationally.

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-10**
Handling of Bio-Medical Waste

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-10-1 Demonstrate knowledge and application of standard precautions.**
- C-10-2 Demonstrate knowledge of agency policies regarding handling of bio-medical waste.**
- C-10-3 Demonstrate knowledge and ability to prepare bio-medical waste / specimens for transportation according to agency policy such as:**
- sealed container
 - absorbent material
 - sealed leak-proof bag
 - required labeling and documentation depending on method of transport.
- C-10-4 Demonstrate knowledge and ability to respond immediately to an exposure incident.**

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-11**
Refusal of Treatment

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-11-1 Demonstrate ability to manage client and family during refusal of treatment.**
- C-11-2 Demonstrate knowledge and ability to document and have informed consents signed for client discharging self against medical advice.**
- C-11-3 Demonstrate ability to monitor, report, and document refusal of treatment or self discharge to the appropriate health professional.**

Major Competency Area: **C**
Safety

Priority: **Two**

Competency: **C-12**
Maintain Physical Safety of Client

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-12-1 Demonstrate ability to apply critical thinking and clinical judgment in maintaining client's physical safety.**
- C-12-2 Demonstrate knowledge and ability to apply nursing interventions that replace restraint use such as:**
- availability of appropriate staff to stay with client
 - availability of family to stay with client
 - observation and tracking of behaviour
 - education of staff and family
 - moving client near nursing station
 - reality orientation
 - rearrangement of environment
 - recreational diversion
 - removal of other stimuli.
- C-12-3 Demonstrate knowledge and ability to identify appropriate need for restraints:**
- potential injury to self
 - potential injury to others.
- C-12-4 Demonstrate knowledge and ability to utilize protective measures for clients as an alternative to restraints such as:**
- non-skid shoes or socks
 - low-rise beds
 - motion detectors.
- C-12-5 Demonstrate knowledge of legal implications of restraint use.**

A Licensed Practical Nurse will:

- C-12-6 Demonstrate knowledge and understanding of clients rights with regard to restriction of personal freedom in use of restraints.**
- C-12-7 Demonstrate knowledge of therapeutic and non-therapeutic use of different types of restraints:**
- physical restraints and protective devices
 - pharmacological restraints.
- C-12-8 Demonstrate knowledge of negative effects of restraint use such as:**
- restriction of freedom
 - risk of falls
 - decrease in cognitive ability
 - bladder and bowel incontinence.
- C-12-9 Demonstrate knowledge of the need for a physician / nurse practitioner order for the use of restraints.**
- C-12-10 Demonstrate knowledge of the agency policy and procedures related to the use of restraints.**
- C-12-11 Demonstrate knowledge and ability to safely use type of restraint needed.**
- C-12-12 Demonstrate knowledge and ability to perform ongoing assessment, care and monitoring of patient’s skin, extremity, circulation, and client response.**
- C-12-13 Demonstrate ability to document overall effectiveness of restraint.**

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-13**
Safe Work Practices

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-13-1 Demonstrate the knowledge and ability to comply with workplace policies regarding Occupational Health and Safety.**
- C-13-2 Demonstrate responsibility in maintaining workplace safety.**
- C-13-3 Demonstrate ability to ensure safety of clients, self, and colleagues as appropriate.**
- C-13-4 Demonstrate knowledge and ability to apply self protection / prevention techniques such as:**
- respect for personal space
 - flexibility
 - distance
 - teamwork
 - distraction techniques
 - personal alarm devices.
- C-13-5 Demonstrate knowledge and ability to assess level of anxiety and recognize progression to agitation and aggression.**
- C-13-6 Demonstrate knowledge and ability to document and report all types of safety related incidents as per agency policy.**
- C-13-7 Demonstrate knowledge and ability to apply the principles of non-violent crisis intervention.**

Major Competency Area: **C**
Safety

Priority: **One**

Competency: **C-14**
Safety Reports and Documentation

Date: September 1, 2005

A Licensed Practical Nurse will:

- C-14-1 Demonstrate knowledge of agency policies with regard to reports such as:**
- incident reports
 - professional concerns
 - WCB (Workers Compensation Board)
 - Health and Safety
 - EMAC (Employee Management Advisory Committee)
 - needle stick protocols
 - unusual occurrence
 - union concerns.
- C-14-2 Demonstrate knowledge and ability to accurately document and complete reports.**
- C-14-3 Demonstrate ability to forward reports to appropriate personnel.**

D: Communication and Interpersonal Skills

Major Competency Area: **D**
Communication and Interpersonal Skills

Priority: **One**

Competency: **D-1**
Effective Communication

Date: September 1, 2005

A Licensed Practical Nurse will:

- D-1-1 Demonstrate ability to identify and apply appropriate communication techniques.**
- D-1-2 Demonstrate ability to use alternative communication techniques to create a therapeutic relationship in situations such as:**
- cultural / religious barriers
 - hearing loss
 - language barriers
 - mental impairment
 - physical impairment
 - speech and language impairment.
- D-1-3 Demonstrate knowledge and ability to assess and manage clients in states of disorientation, confusion, dementia, mental illness, or impairment.**
- D-1-4 Demonstrate knowledge and ability to provide therapeutic techniques such as:**
- reality orientation
 - validation therapy
 - reminiscence therapy.
- D-1-5 Demonstrate knowledge and ability to document using behavioral description, the client's communication pattern, therapies used, and outcomes.**

Major Competency Area: **D**
Communication and Interpersonal Skills

Priority: **One**

Competency: **D-2**
Therapeutic Nurse - Client Relationship

Date: September 1, 2005

A Licensed Practical Nurse will:

- D-2-1 Demonstrate ability to maintain the nurse-client relationship on a professional level.**
- D-2-2 Demonstrate knowledge and ability to establish effective therapeutic nurse - client relationships for the purpose of:**
- assessment
 - data collection
 - building rapport
 - client teaching
 - client expression of needs
 - promoting optimal wellness.
- D-2-3 Demonstrate ability to use appropriate communication techniques to initiate, maintain, and close the nurse - client relationship.**
- D-2-4 Demonstrate behaviors which facilitate the effective therapeutic relationship such as:**
- caring
 - confidentiality
 - empathy
 - empowerment
 - mutuality
 - respect
 - touch
 - trust.

A Licensed Practical Nurse will:

D-2-5 Demonstrate ability to identify and assess barriers to an effective therapeutic relationship such as:

- abuse
- attitudes
- culture
- environment
- personal space
- time.

D-2-6 Demonstrate effective use of skills and techniques to promote a therapeutic relationship and interaction with clients and families such as:

- acknowledging
- clarifying
- focusing
- giving information
- listening
- open ended questioning
- paraphrasing
- perception checking
- reality orientation
- reflecting
- responding to client
- summarizing.

D-2-7 Demonstrate knowledge and ability to identify the effects of communication techniques which inhibit the interaction or the relationship such as:

- advice giving
- challenging
- defensiveness
- making judgments
- probing
- rejecting
- stereotyping
- testing.

Major Competency Area: **D**
Communication and Interpersonal Skills

Priority: **One**

Competency: **D-3**
**Functioning as an Effective
Team Member**

Date: September 1, 2005

A Licensed Practical Nurse will:

- D-3-1 Demonstrate knowledge and ability to use communication and interpersonal relationship skills.**
- D-3-2 Demonstrate knowledge to describe the roles of a team member in forming and maintaining an effective team relationship.**
- D-3-3 Demonstrate respect for the knowledge, skill, ideas, opinions, and expertise of all members of the health team.**
- D-3-4 Demonstrate ability to promote group cohesiveness by contributing the purposes and goals of the team.**
- D-3-5 Demonstrate ability to actively participate in team activities to plan, implement, and evaluate client care.**
- D-3-6 Demonstrate ability to articulate and promote the role of the LPN.**
- D-3-7 Demonstrate ability to follow proper channels of communication within the agency.**
- D-3-8 Demonstrate ability to provide / receive constructive feedback and recognition to / from fellow team members.**

Major Competency Area: **D**
Communication and Interpersonal Skills

Priority: **Two**

Competency: **D-4**
Client and Family Teaching

Date: September 1, 2005

A Licensed Practical Nurse will:

- D-4-1 Demonstrate basic knowledge of teaching and learning principles and techniques.**
- D-4-2 Demonstrate the knowledge and ability to recognize the importance of common factors influencing learning.**
- D-4-3 Demonstrate ability to assess common barriers to the teaching and learning process and adjust teaching accordingly:**
- age
 - culture
 - economics
 - education
 - emotions
 - environment
 - gender
 - language
 - lifestyle
 - physiologic events
 - religion
 - stress.

A Licensed Practical Nurse will:

D-4-4 Demonstrate ability to apply common guidelines in providing client and family teaching such as:

- assess current knowledge level
- consider special needs of clients
- establish a positive learning environment
- pace learning to achieve optimum effect
- provide for active participation of client
- select appropriate time for learning
- use appropriate teaching methods to meet client's learning needs
- use audiovisual aids
- use language appropriate to client's level of understanding.

D-4-5 Demonstrate ability to adjust teaching plan and delivery to meet needs of clients with special needs such as:

- clients of various age groups
- clients with impaired vision
- clients unable to read
- clients with short attention spans
- clients unable to speak
- cognitively impaired
- physically impaired
- mentally impaired
- cultural needs.

D-4-6 Demonstrate ability to evaluate the effectiveness of teaching and learning through appropriate responses, demonstration of skill, or change in behaviour.

D-4-7 Demonstrate ability to document the teaching plan, its delivery, and outcomes of the teaching and learning process.

Major Competency Area: **D**
Communication and Interpersonal Skills

Priority: **One**

Competency: **D-5**
**Legal Protocols, Documenting
and Reporting**

Date: September 1, 2005

A Licensed Practical Nurse will:

- D-5-1** **Demonstrate ability to apply critical thinking and clinical judgment when documenting and reporting all areas of care and intervention.**
- D-5-2** **Demonstrate ability to apply legal protocols throughout practice.**
- D-5-3** **Demonstrate understanding of accountability and responsibility to ensure accurate and concise documenting and reporting.**
- D-5-4** **Demonstrate understanding of the legalities and agency policy regarding documenting and reporting.**
- D-5-5** **Demonstrate knowledge and ability to document and report client care following agency channels of communication.**
- D-5-6** **Demonstrate knowledge of the purpose and proper use of various documentation tools and techniques such as:**
- assignment sheet
 - audit
 - change of shift report
 - chart
 - checklist
 - electronic records
 - flow sheet
 - incident reports
 - interdisciplinary progress notes
 - narrative notes
 - nurse's notes
 - nursing care plan
 - various interdisciplinary reports.

Competency: **D-5**

**Legal Protocols, Documenting
and Reporting**

Page: 2

A Licensed Practical Nurse will:

- D-5-7 Demonstrate ability to follow appropriate documentation procedures to ensure accurate, complete, and quality documentation for purposes of:**
- accreditation
 - audit
 - communication of information regarding client and care
 - education
 - legal record of care
 - planning client care
 - quality assurance monitoring
 - research
 - risk management
 - statistics.
- D-5-8 Demonstrate knowledge and ability to document promptly and regularly by using appropriate:**
- medical terminology
 - approved abbreviations
 - metric system
 - 24 hour clock
 - subjective and objective data.
- D-5-9 Demonstrate ability to follow agency policy and procedure and universally accepted guidelines for documenting and reporting client information.**
- D-5-10 Demonstrate ability to provide pertinent client information to the nursing team to ensure continuity of care.**
- D-5-11 Demonstrate the knowledge and ability to adhere to the various Legislation affecting the documentation, reporting, and sharing of client information such as:**
- Protection for Persons in Care Act (PPCA)
 - Personal Information Protection Act (PIPA)
 - Freedom of Information and Protection of Privacy Act (FOIP).
- D-5-12 Demonstrate knowledge of legal protocol regarding specific areas such as:**
- personal directives
 - guardianship / power of attorney
 - trusteeship.

Major Competency Area: **D**
Communication and Interpersonal Skills

Priority: **One**

Competency: **D-6**
Accept, Transcribe and Initiate Orders

Date: September 1, 2005

A Licensed Practical Nurse will:

D-6-1 Demonstrate knowledge and ability to accept, transcribe, and initiate an order from an authorized health professional as appropriate:

- transcribe order:
 - written order
 - verbal order
 - phone order
 - electronic order
- ensure accuracy and completeness of transcription
- communicate with health professional as necessary
- take appropriate action
- consult with other health professionals as required
- adhere to agency policy and procedures.

Major Competency Area: **D**
Communication and Interpersonal Skills

Priority: **Two**

Competency: **D-7**
Conflict Management

Date: September 1, 2005

A Licensed Practical Nurse will:

- D-7-1 Demonstrate knowledge and ability to identify the signs and symptoms of common conflict situations in the health setting such as:**
- frustration
 - anger
 - confusion
 - emotional outbursts.
- D-7-2 Demonstrate knowledge and ability to recognize the common sources of conflict such as:**
- beliefs, values, and biases
 - individual differences
 - expectations
 - professional roles and beliefs
 - financial concerns.
- D-7-3 Demonstrate ability to intervene immediately in those conflicts that have a direct effect on client care.**
- D-7-4 Demonstrate knowledge and ability to report and document conflict to the appropriate professional.**
- D-7-5 Demonstrate ability to manage the conflict by using effective communication techniques to:**
- include all involved in conflict
 - separate fact from fiction
 - seek suggestions and ideas for resolution
 - select agreed upon solution
 - establish measures of success.

Major Competency Area: **D**
Communication and Interpersonal Skills

Priority: **One**

Competency: **D-8**
Time Management

Date: September 1, 2005

A Licensed Practical Nurse will:

- D-8-1 Demonstrate knowledge and ability to manage time and to organize client care effectively.**
- D-8-2 Demonstrate knowledge and ability to be able to rank the priority of client needs according to:**
- Emergent – immediate threat to survival or safety
 - Urgent – actual problems requiring immediate help
 - Potential – actual or potential problems unrecognized by client or family
 - Anticipated – anticipated problems for future.
- D-8-3 Demonstrate ability to prioritize the nursing assessment and interventions required to meet the identified priority needs.**
- D-8-4 Demonstrate knowledge and ability to complete nursing assessments and nursing interventions on clients with highest priority needs first.**
- D-8-5 Demonstrate ability to seek guidance and assistance if unable to provide care required in order of priority or in reasonable time.**
- D-8-6 Demonstrate flexibility, creativity, and adaptability in meeting the unexpected demands of the health setting.**
- D-8-7 Demonstrate knowledge and ability to ensure documentation on all priority areas is completed in a timely manner.**
- D-8-8 Demonstrate knowledge and ability to report findings and outcomes of priority needs on an ongoing basis.**

E: Nursing Practice

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-1**
Critical Thinking

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-1-1 Demonstrate knowledge and ability to apply critical thinking concepts throughout the nursing process.**
- E-1-2 Demonstrate knowledge and understanding of how critical thinking influences clinical judgment and decision making.**
- E-1-3 Demonstrate knowledge and application of critical thinking skills in decision making:**
- identify the facts
 - research the literature
 - analyze own assumptions
 - identify and analyze the context
 - identify relevant nursing concerns and issues
 - establish level of priority of care
 - identify desired outcome.

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-2**
Clinical Judgment and Decision Making

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-2-1 Demonstrate knowledge of how clinical judgment and decision-making processes guide thoughts, behaviours, and relations with others.**
- E-2-2 Demonstrate knowledge and ability to assess the potential for inaccurate judgments and decisions.**
- E-2-3 Demonstrate knowledge and ability to utilize best practice in clinical judgment and decision making:**
- clearly identify the issue
 - reflect on prior knowledge, experience, and intuition when considering the current issue
 - generate a set of alternatives to address the issue
 - select appropriate alternatives based on effectiveness, efficiency, quality, and feasibility
 - establish a plan to implement the solution, including goals, outcomes, and evaluation measures
 - implement the plan
 - evaluate the effectiveness of the process and assess outcomes
 - suggest alternatives to policy and procedure of the agency to prevent or manage future issues.
- E-2-4 Demonstrate knowledge and ability to involve key stakeholders throughout the decision-making process, as necessary and as appropriate.**

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-3**
CPR and Code Procedure

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-3-1** **Maintain current Basic Rescuers, Level C, CPR certification in accordance with the standards of the Canadian Heart and Stroke Foundation.**
- E-3-2** **Demonstrate knowledge and ability to follow the code procedure for cardiac and respiratory arrest such as:**
- assess the need for code initiation
 - carry out code procedures until assistance is available
 - assist RN and physician / nurse practitioner and / or Code Team with managing code
 - provide support to other clients and family
 - document events of code, as appropriate.
- E-3-3** **Demonstrate knowledge of agency-specific emergency codes.**

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-4**
Admission Procedures

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-4-1 Demonstrate knowledge and ability to admit a client to a health care agency:**
- verify admission documentation data is accurate and complete
 - obtain the client's health history and perform health assessment.
- E-4-2 Demonstrate ability to provide client and family teaching.**
- E-4-3 Demonstrate ability to document admission data and process according to agency procedure.**
- E-4-4 Demonstrate ability to report admission data and findings to appropriate health professional.**
- E-4-5 Demonstrate ability to recognize need for emergency intervention and take immediate action.**

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-5**
Nursing Diagnosis

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-5-1 Demonstrate knowledge and ability to analyze the assessment data to participate and collaborate in selecting established nursing diagnosis.**
- E-5-2 Demonstrate knowledge and ability to validate and communicate the established nursing diagnosis with client, family, and health care team.**
- E-5-3 Demonstrate knowledge and ability to document the established nursing diagnosis and determine the expected outcomes and plan.**

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-6**
Client Transfer, Discharge and Referral

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-6-1 Demonstrate ability to transfer client within or between health care agencies.**
- E-6-2 Demonstrate ability to discharge client from facility.**
- E-6-3 Demonstrate ability to arrange internal / external referrals for client and family.**
- E-6-4 Demonstrate knowledge and ability to provide teaching and support regarding transfer, discharge, and referral to client and family.**

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-7**
Activities of Daily Living

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-7-1 Demonstrate knowledge and ability to assess client's ability to perform self care.**
- E-7-2 Demonstrate knowledge and ability to provide activities of daily living.**

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-8**
Mobility of Clients

Date: September 1, 2005

A Licensed Practical Nurse will:

E-8-1 Demonstrate knowledge and ability to assist with client mobility needs such as:

- range of motion
- ambulation
- positioning
- lifts and transfers
- exercise instruction.

E-8-2 Access additional resources and help and / or make referrals as necessary.

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-9**
Nutrition / Hydration

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-9-1 Demonstrate knowledge and ability to assess nutritional / hydration status.**
- E-9-2 Demonstrate knowledge and ability to provide feedings / hydration via all routes such as:**
- oral
 - nasogastric (NG-tube)
 - gastrostomy (G-tube)
 - jejunostomy (J-tube)
 - percutaneous endoscopic gastrostomy (PEG-tube).
- E-9-3 Demonstrate knowledge and ability to insert and remove a nasogastric tube (NG tube).**
- E-9-4 Demonstrate knowledge and ability to reinsert established gastrostomy tube.**
- E-9-5 Demonstrate knowledge of components of Total Parenteral Nutrition (TPN) and its therapeutic use.**
- E-9-6 Demonstrate knowledge and ability to monitor and regulate Total Parenteral Nutrition (TPN).**
Note: LPNs are not authorized to provide the restricted activity of administering (initiating) TPN.
- E-9-7 Demonstrate ability to assess and monitor the client's response to TPN.**
- E-9-8 Demonstrate knowledge and ability to initiate and provide fluids via intravenous and hypodermoclysis routes. (See Competency Band V)**

Major Competency Area: **E**

Nursing Practice

Priority: **One**

Competency: **E-10**

Elimination

Date: September 1, 2005

A Licensed Practical Nurse will:

E-10-1 Demonstrate the knowledge and ability to care for elimination needs such as:

- urinary:
 - continuous bladder irrigation
 - distension
 - double J stint
 - incontinence
 - inserting and removing urethral catheter
 - intermittent bladder irrigation
 - re-inserting established suprapubic catheter
 - residual urine
 - retraining
 - urostomy

- bowel:
 - enema
 - fecal impaction
 - ostomies
 - irrigation
 - rectal tubes.

E-10-2 Demonstrate knowledge and ability to utilize devices and equipment related to elimination needs.

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-11**
Medical / Surgical Asepsis

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-11-1 Demonstrate knowledge and ability to differentiate between medical and surgical asepsis.**
- E-11-2 Demonstrate knowledge and ability to apply principles of medical / surgical asepsis when providing nursing care and interventions:**
- clean and aseptic techniques
 - donning a mask
 - donning gloves
 - double bagging
 - gowning for isolation
 - hand washing
 - isolation techniques
 - sterile technique
 - specialized cleaning of equipment.

Major Competency Area: **E**

Nursing Practice

Priority: **One**

Competency: **E-12**

Peritoneal Dialysis

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-12-1 Demonstrate knowledge of the anatomy and physiology of the renal system.**
- E-12-2 Demonstrate knowledge of the need for peritoneal dialysis.**
- E-12-3 Demonstrate knowledge of the risks to the client receiving peritoneal dialysis such as:**
- electrolyte imbalance
 - fluid level risks
 - infection / sepsis.
- E-12-4 Demonstrate knowledge and ability to care for catheter site and change dressings.**
- E-12-5 Demonstrate knowledge and ability to perform the procedures involved in peritoneal dialysis.**
- E-12-6 Demonstrate knowledge and ability to calculate weekly clearance of urea by client's kidneys.**
- E-12-7 Demonstrate knowledge and ability to provide support and teaching to client receiving peritoneal dialysis.**

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-13**
Foot Care

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-13-1 Demonstrate knowledge of human anatomy and physiology of feet and lower extremities.**
- E-13-2 Demonstrate knowledge of purpose of foot and nail care.**
- E-13-3 Demonstrate knowledge of common micro-organisms of the feet:**
- bacteria
 - viruses
 - fungi
 - yeast.
- E-13-4 Demonstrate knowledge and ability to provide basic foot care for clients.**
- E-13-5 Demonstrate knowledge of principles utilized to minimize risk of transmission of infection:**
- hand washing
 - appropriate mask, gloves, and protective barriers
 - care of instruments
 - antiseptic cleansing of feet
 - precautions with fungal nail dust
 - care of environment.
- E-13-6 Demonstrate knowledge of complications of diabetes and the effects on the feet:**
- neuropathy
 - decrease in sensation
 - decrease in movement
 - decrease in circulation.
- E-13-7 Demonstrate knowledge of complications of circulatory impairment.**
- E-13-8 Demonstrate knowledge and ability to teach appropriate foot care to client and caregiver.**

Competency: **E-13**

Foot Care

Page: 2

A Licensed Practical Nurse will:

- E-13-9 Demonstrate knowledge and ability to access and refer clients to members of the multi-disciplinary team as necessary.**

- E-13-10 Demonstrate knowledge and ability to document and report procedure and client response.**

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-14**
Wound Care

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-14-1 Demonstrate knowledge of the physiology of wound healing.**
- E-14-2 Demonstrate knowledge and ability to apply skin care / wound management protocols according to agency policy.**
- E-14-3 Demonstrate knowledge and ability to identify clients at risk for skin breakdown.**
- E-14-4 Demonstrate the knowledge and ability to perform wound care such as:**
- acute wounds
 - malignant wounds
 - occlusive dressings
 - pressure dressings
 - skin ulceration wounds
 - specialized (wound equipment)
 - surgical wounds
 - traumatic wounds
 - wound compresses
 - wound irrigation
 - wounds with drain
 - wounds with packing.
- E-14-5 Demonstrate knowledge of purpose of wound debridement.**
- E-14-6 Demonstrate knowledge and ability to perform wound debridement.**

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-15**
Specimen Collection and Testing

Date: September 1, 2005

A Licensed Practical Nurse will:

E-15-1 Demonstrate the knowledge and ability to collect, test, store, transport, and document specimens such as:

- urine
- stool
- sputum
- tissue
- wound
- secretion swabs
- blood specimen
- phlebotomy (see Competency DD).

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-16**
Resource Utilization

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-16-1 Demonstrate knowledge of appropriate resource utilization and the impact on practice and the health care system.**
- E-16-2 Demonstrate ability to consider safety, effectiveness, cost, and impact on practice:**
- in the planning and delivery of nursing care
 - when assigning care to others.
- E-16-3 Demonstrate ability to assist client and family in identifying and securing appropriate resources.**
- E-16-4 Demonstrate ability to utilize resources in a cost-effective manner.**

Major Competency Area: **E**
Nursing Practice

Priority: **One**

Competency: **E-17**
Post Mortem Care

Date: September 1, 2005

A Licensed Practical Nurse will:

- E-17-1 Demonstrate the knowledge and ability to pronounce death.**
- E-17-2 Demonstrate the knowledge and ability to care for the body after death:**
 - respect cultural and religious beliefs
 - adherence to protocols related to autopsy, organ donation, and Medical Examiner's office
 - according to Personal Directives.
- E-17-3 Demonstrate the knowledge and ability to properly document, store, and return valuables.**
- E-17-4 Demonstrate the knowledge and ability to appropriately give emotional support to family and significant others.**
- E-17-5 Demonstrate the knowledge and ability to care for a body using standard precautions.**
- E-17-6 Demonstrate the knowledge and ability to notify appropriate health professional, family, and appropriate agency about client death.**
- E-17-7 Demonstrate knowledge and ability to notify funeral home, prepare documents, and arrange transfer of body to funeral home.**
- E-17-8 Demonstrate knowledge and ability to assist in post mortem examination and sample procurement.**

F: Respiratory Care

Major Competency Area: **F**

Respiratory Care

Priority: **One**

Competency: **F-1**

Airway Management

Date: September 1, 2005

A Licensed Practical Nurse will:

- F-1-1 Demonstrate ability to apply clinical judgment and critical thinking skills in assessment and management of airway.**
- F-1-2 Demonstrate knowledge of human anatomy, physiology, and pathophysiology as it pertains to respiratory care.**
- F-1-3 Demonstrate ability to apply nursing process in care and teaching to clients and family in regard to respiratory conditions and complications such as:**
- acute respiratory failure
 - asthma
 - allergic reaction
 - anaphylactic reaction
 - atelectasis
 - cancer of the lung
 - chronic bronchitis
 - chronic obstruction pulmonary disease (COPD)
 - congestive heart failure
 - emphysema
 - pneumonia
 - pulmonary tuberculosis.
- F-1-4 Demonstrate ability to apply nursing process in care and teaching to client and family of actual and / or potential problems associated with respiratory disorders such as:**
- ineffective breathing pattern
 - ineffective airway clearance
 - activity intolerance
 - anxiety
 - altered nutrition
 - altered sleep pattern
 - trauma.

Major Competency Area: **F**

Respiratory Care

Priority: **One**

Competency: **F-2**

Oxygen Therapy

Date: September 1, 2005

A Licensed Practical Nurse will:

- F-2-1 Demonstrate knowledge and ability to recognize the indications for administration of oxygen.**
- F-2-2 Demonstrate knowledge and application of types of oxygen therapy such as:**
- aerosol mask (simple face mask)
 - continuous positive airway pressure (CPAP) machine
 - high flow oximizers
 - humidification
 - nasal cannula
 - nasal catheter
 - non re-breathing mask
 - partial re-breather mask.
- F-2-3 Demonstrate safety precautions when using and maintaining oxygen therapy from wall outlets, portable tanks, and oxygen concentrator.**
- F-2-4 Demonstrate knowledge and ability to assess ongoing need for oxygen therapy using pulse oximetry:**
- recognize and report any abnormal findings:
 - on room air
 - on oxygen device
 - use oximetry devices.

Major Competency Area: **F**

Respiratory Care

Priority: **One**

Competency: **F-3**

Suctioning

Date: September 1, 2005

A Licensed Practical Nurse will:

F-3-1 Demonstrate knowledge and ability to assess and perform suctioning as per agency policy.

F-3-2 Demonstrate knowledge and ability to use suction equipment:

- appropriate size and lumen of suction catheters
- appropriate suction pressure
- bulb suction of newborn
- portable suction
- suctioning of infant and newborn
- wall suction
- younker suction.

F-3-3 Demonstrate ability to perform suctioning considering the need for deep and shallow suction:

- frequency of suctioning
- nasopharyngeal suctioning
- oral suctioning
- oropharyngeal suctioning
- tracheostomy tube suctioning.

F-3-4 Demonstrate ability to maintain suctioning equipment.

Major Competency Area: **F**

Respiratory Care

Priority: **One**

Competency: **F-4**

Respiratory Treatments

Date: September 1, 2005

A Licensed Practical Nurse will:

F-4-1 Demonstrate the ability to assess the client and administer respiratory treatments such as:

- auscultation of the chest
- bronchodilation agents i.e., ventolin
- client teaching
- nebulization
- pre and post peak flows.

F-4-2 Demonstrate ability to assess the need for, and be able to perform, chest physiotherapy:

- client / family teaching
- deep breathing and coughing
- encourage fluid intake
- incentive spirometer
- orthopneic position
- percussion (clapping)
- postural drainage
- relaxation
- vibration.

Major Competency Area: **F**

Respiratory Care

Priority: **One**

Competency: **F-5**

Tracheostomy Care

Date: September 1, 2005

A Licensed Practical Nurse will:

- F-5-1 Demonstrate ability to identify the purposes of endotracheal and tracheostomy tubes.**
- F-5-2 Demonstrate knowledge and ability to perform the care of a tracheostomy using appropriate equipment and supplies:**
- changing a tracheostomy dressing
 - changing established tracheostomy
 - changing of tracheostomy ties
 - cleaning a double cannula tracheostomy tube
 - deflating / inflating a tracheostomy cuff
 - instilling solution or medication into a tracheostomy (See Competency Band U)
 - plugging a tracheostomy tube
 - suctioning
 - using manual resuscitation (Ambu bag).
- F-5-3 Demonstrate knowledge and ability to identify the purposes of mechanical ventilation.**
- F-5-4 Demonstrate ability to recognize the need and application of humidification in tracheostomy care.**
- F-5-5 Demonstrate knowledge and ability to recognize the complications, clinical manifestations, and nursing interventions related to tracheostomy care:**
- accidental dislodgment of tracheostomy tube
 - airway obstruction
 - bronchospasm
 - cuff leak
 - tracheal necrosis.
- F-5-6 Demonstrate knowledge and ability to teach tracheostomy care to the client and significant others.**

Major Competency Area: **F**

Respiratory Care

Priority: **One**

Competency: **F-6**

Chest Tubes

Date: September 1, 2005

A Licensed Practical Nurse will:

- F-6-1 Demonstrate knowledge of anatomy and physiology of the respiratory system.**
- F-6-2 Demonstrate knowledge of the indications for chest tube insertion:**
- pneumothorax
 - hemothorax
 - tension pneumothorax
 - surgical treatment.
- F-6-3 Demonstrate ability to identify and describe the location and purpose of types of chest tubes:**
- pleural
 - mediastinal.
- F-6-4 Demonstrate ability to identify and describe the mechanisms used to drain fluid and air from the pleural cavity or mediastinum:**
- gravity
 - suction
 - underwater seal drainage.
- F-6-5 Demonstrate the knowledge and ability to identify components of the commercial chest drainage system such as:**
- air vent
 - collection chamber
 - port for adding water to system
 - suction control system
 - tubing attached to chest tube
 - water seal chamber.
- F-6-6 Demonstrate knowledge and ability to assist with the insertion of a chest tube and to set up a chest drainage system.**

A Licensed Practical Nurse will:

- F-6-7 Demonstrate knowledge and ability to identify the equipment and supplies required to care for a client with a chest drainage system.**
- F-6-8 Demonstrate ability to identify steps and the rationale underlying each step for care of a client with a chest drainage system.**
- F-6-9 Demonstrate ability to identify the nursing interventions for the following problems that can result with a chest drainage system such as:**
- continuous bubbling in the water seal chamber
 - absence of fluid fluctuation in water seal chamber
 - apparatus lifted above clients chest
 - apparatus becomes broken
 - chest tubes accidentally pulled out
 - subcutaneous emphysema.
- F-6-10 Demonstrate knowledge of chest drainage systems in the teaching of clients and significant others.**
- F-6-11 Demonstrate ability to report and document abnormal findings for a client with a chest drainage system such as:**
- hemorrhage
 - incorrect tube placement
 - infection
 - lung laceration
 - plugging of tube
 - re-expansion pulmonary edema.
- F-6-12 Demonstrate knowledge and ability to document information when caring for a client with a chest drainage such as:**
- abnormal findings
 - actions taken
 - amount and characteristics of drainage
 - assessment data
 - client's position
 - patency of system
 - presence of bubbling or fluctuation
 - type of system.

G: Surgical Nursing

Major Competency Area: **G**

Surgical Nursing

Priority: **One**

Competency: **G-1**

Knowledge of Surgical Procedures

Date: September 1, 2005

A Licensed Practical Nurse will:

- G-1-1 Demonstrate knowledge of a variety of surgical procedures such as:**
- cardiovascular surgeries and procedures
 - gastrointestinal surgeries and procedures
 - genitourinary surgeries and procedures
 - gynecological surgeries and procedures
 - dermatological surgeries and procedures
 - neurological surgeries and procedures
 - thoracic surgeries and procedures
 - orthopedic surgeries and procedures
 - plastic surgeries and procedures.
- G-1-2 Demonstrate knowledge and ability to provide care for client before and after surgical procedure as per agency policy.**

Major Competency Area: **G**
Surgical Nursing

Priority: **One**

Competency: G-2
Perioperative Teaching

Date: September 1, 2005

A Licensed Practical Nurse will:

G-2-1 Demonstrate knowledge and ability to perform pre-operative teaching as necessary such as:

- continuation of usual medications
- demonstrate effective deep breathing and coughing
- demonstrate use of incentive spirometer
- demonstrate exercises appropriate to type of surgery
- discuss common pain control options
- discuss location of personal directive / personal will
- discuss post-operative care and rehabilitation
- external drains and tubes expected following surgery
- refer to other health team members as necessary
- respond to client questions, e.g., probable length of surgery
- supply available literature / information pertinent to type of procedure / surgery.

G-2-2 Demonstrate knowledge and ability to perform and reinforce post-operative teaching as necessary such as:

- safety
- pain control
- observation of surgical site and dressing
- explanation of external drains
- dietary needs and restrictions
- ambulatory aids
- review literature pertaining to surgery
- encourage attendance at discharge class by client and family, if available
- educate about discharge medications and follow-up appointments
- discuss appropriate activities, dress, limitations
- contact home care, if applicable.

Major Competency Area: **G**
Surgical Nursing

Priority: **One**

Competency: G-3
Pre-operative Care

Date: September 1, 2005

A Licensed Practical Nurse will:

G-3-1 Demonstrate knowledge and ability to perform pre-operative care as per agency policy such as:

- pre-operative database assessment such as:
 - type of surgery
 - special tests and procedures as required
 - height and weight
 - ensure client / witness consent
 - pre-existing medical conditions and allergies
 - specimen collection
 - vital signs
- bowel preparation
- confirm oral intake restrictions
- family contact information
- secure valuables and personal property
- skin preparation as necessary.

G-3-2 Demonstrate knowledge and ability to prepare and transfer client to the operating room (OR) as per agency policy.

Major Competency Area: **G**

Surgical Nursing

Priority: **One**

Competency: G-4

Post-operative Care

Date: September 1, 2005

A Licensed Practical Nurse will:

G-4-1 Demonstrate knowledge and ability to receive a post-operative client from the recovery room.

G-4-2 Demonstrate knowledge and ability to perform post-operative care such as:

- initial post-operative assessment-systems or head to toe:
 - circulation, sensation, movement (CSM)
 - other neurovascular checks
 - drainage devices and connections
 - dressing / wounds
 - infusion therapy
 - oxygen saturation
 - pain and discomfort
 - positioning and precautions
 - possible post-operative psychosis
 - vital signs
- review physician / surgeon orders
- safety precautions / mobilization / transfer methods
- pain management as per protocol:
 - administer analgesics (see Competency Band U)
 - pain assessment
 - comfort measures
- meet nutritional needs as per protocol
- aid elimination as per protocol
- provide emotional and psychological support to client and family.

Major Competency Area: **G**
Surgical Nursing

Priority: **One**

Competency: G-5
Wounds, Tubings and Drains

Date: September 1, 2005

A Licensed Practical Nurse will:

- G-5-1 Demonstrate knowledge and ability to perform wound care related to surgical sites using medical asepsis or sterile technique as appropriate.**
- G-5-2 Demonstrate knowledge and ability to manage and maintain drainage devices such as:**
- Penrose
 - T-tube
 - Hemovac
 - continuous bladder irrigation.
- G-5-3 Demonstrate knowledge and ability to remove or shorten drainage devices such as:**
- Hemovac drainage system
 - Multi-tube system
 - Penrose drain.
- G-5-4 Demonstrate knowledge and ability to insert, care for, and remove urinary catheters. (See Competency Band E)**
- G-5-5 Demonstrate knowledge and ability to insert, care for, and remove nasogastric tube. (See Competency Band E)**
- G-5-6 Demonstrate knowledge and ability to perform wound irrigation, packing of wounds, and removal of packing as per agency policy.**
- G-5-7 Demonstrate knowledge and ability to apply sterile dressings to surgical incisions and wounds.**

Major Competency Area: **G**

Surgical Nursing

Priority: **One**

Competency: G-6

Removal of Staples and Sutures

Date: September 1, 2005

A Licensed Practical Nurse will:

G-6-1 Demonstrate knowledge and ability to remove staples and sutures as per protocols:

- assess the site i.e., gaping, drainage, inflammation, signs of infection, presence of a healing line, etc.
- prepare the suture area
- swab wound as necessary
- apply steristrips as needed, or ordered
- apply appropriate dressing if needed
- count number of staples / sutures
- note client's tolerance to procedure
- document and report procedure and findings.

H: Orthopedic Nursing

Major Competency Area: **H**
Orthopedic Nursing

Priority: **One**

Competency: **H-1**
Knowledge of Orthopedic Nursing

Date: September 1, 2005

A Licensed Practical Nurse will:

H-1-1 Demonstrate knowledge of human anatomy and physiology, specifically the musculoskeletal, nervous, and cardiovascular systems.

H-1-2 Demonstrate knowledge of common musculoskeletal disorders:

- arthritis
- degenerative disorders
- dislocations
- fractures
- osteomyelitis
- osteoporosis
- compartment syndrome
- soft tissue injuries / multiple system injuries / trauma.

H-1-3 Demonstrate ability to assess the musculoskeletal system and to differentiate normal and abnormal findings.

H-1-4 Demonstrate ability to provide nursing interventions to meet needs of client with common musculoskeletal disorders:

- physical mobility and ambulation
- pain management
- nutritional needs
- protective devices.

H-1-5 Demonstrate ability to teach client and family regarding use of ambulatory and immobilization aids such as:

- canes
- crutch walking
- mechanical lifts
- use of braces and splints
- wheelchairs / walkers.

Major Competency Area: **H**
Orthopedic Nursing

Priority: **One**

Competency: **H-2**
Cast Care

Date: September 1, 2005

A Licensed Practical Nurse will:

- H-2-1 Demonstrate knowledge of the pathophysiology of fractures, manifestations, and medical management.**
- H-2-2 Demonstrate knowledge and ability to care for clients with a variety of casts.**
- H-2-3 Demonstrate ability to assess client with a cast:**
- bleeding
 - cast drying
 - complications i.e., compartment syndrome, compression syndrome, infection
 - edema
 - external fixators
 - neurovascular status
 - pain.
- H-2-4 Demonstrate ability to cut cast as ordered by physician:**
- bivalving
 - trimming
 - removing
 - windowing
 - univalving
 - follow-up care.
- H-2-5 Demonstrate ability to teach client and family regarding cast care and observation for complications.**
- H-2-6 Demonstrate ability to document and report the assessment, location and type of cast, special procedures, and findings.**

Competency: **H-2**

Cast Care

Page: 2

A Licensed Practical Nurse will:

- H-2-7 Demonstrate ability to describe common orthopedic diagnostic tests and nursing implications such as:**
- arthrogram
 - bone scan
 - computed axial tomography (CAT or CT scan)
 - magnetic resonance imaging (MRI)
 - myelogram
 - tomogram
 - X-ray.
- H-2-8 Demonstrate knowledge and ability to teach client and family about the diagnostic tests, procedures, and follow-up necessary as per agency policy.**

Major Competency Area: **H**
Orthopedic Nursing

Priority: **One**

Competency: **H-3**
Traction and External Fixators

Date: September 1, 2005

A Licensed Practical Nurse will:

- H-3-1 Demonstrate knowledge of the purposes and safe care of the common methods of traction / external fixators such as:**
- manual
 - skeletal
 - skin.
- H-3-2 Demonstrate knowledge and application of the principles of traction.**
- H-3-3 Demonstrate the knowledge and ability to apply a variety of traction using proper equipment and techniques.**
- H-3-4 Demonstrate ability to assess the client in traction / external fixators and provide appropriate care and nursing interventions.**
- H-3-5 Demonstrate ability to teach client and family regarding traction / external fixators and safety precautions.**

Major Competency Area: **H**
Orthopedic Nursing

Priority: **One**

Competency: **H-4**
Splints and Braces

Date: September 1, 2005

A Licensed Practical Nurse will:

- H-4-1 Demonstrate knowledge and ability to use the common types of splints and braces.**
- H-4-2 Demonstrate ability to assess client in splint or brace and provide appropriate nursing care and interventions:**
- altered physiological needs
 - comfort measures
 - neurovascular status
 - noncompliance
 - pain
 - presence of contracture
 - range of motion and exercises
 - skin integrity.
- H-4-3 Demonstrate ability to teach client and family regarding the care, application, and complications of splints and braces.**

I: Neurological / Neurovascular Nursing

Major Competency Area: **I**
**Neurological / Neurovascular
Nursing**

Priority: **One**

Competency: **I-1**
**Neurological / Neurovascular
Assessment**

Date: September 1, 2005

A Licensed Practical Nurse will:

- I-1-1 Demonstrate knowledge of the human anatomy and physiology of the neurological and neurovascular systems.**
- I-1-2 Demonstrate knowledge and ability to identify and perform neurological / neurovascular assessments such as:**
- neurological vital sign assessment:
 - level of consciousness (LOC)
 - pupil size and reaction
 - motor- handgrips, leg movement, gait
 - glasgow coma score measuring:
 - best motor response
 - best verbal response
 - eye opening
 - blood pressure
 - pulse
 - respirations:
 - accessory muscle use
 - auscultate lung fields
 - cough
 - expectorated secretions
 - oxygen saturation
 - rate and depth
 - decorticate reflex
 - decerebrate reflex

Competency: **I-1**

**Neurological / Neurovascular
Assessment**

Page: 2

A Licensed Practical Nurse will:

- I-1-2 Demonstrate knowledge and ability to identify and perform neurological / neurovascular assessments, such as: (continued)**
- neurovascular assessment
 - peripheral assessment:
 - color, sensation, and movement (CSM)
 - temperature
 - capillary refill
 - pulses
 - any other pertinent observations i.e., swelling.
- I-1-3 Demonstrate knowledge and ability to assess the signs of increased intracranial pressure and respond appropriately.**
- I-1-4 Demonstrate knowledge and ability to recognize impaired neurological and neurovascular status.**
- I-1-5 Demonstrate knowledge and ability to provide teaching regarding neurovital and neurovascular assessments to client and significant others.**
- I-1-6 Demonstrate knowledge and ability to recognize the need for further assistance and seek consultation from appropriate health professional.**

Major Competency Area: **I**
**Neurological / Neurovascular
Nursing**

Priority: **One**

Competency: **I-2**
Seizures

Date: September 1, 2005

A Licensed Practical Nurse will:

- I-2-1 Demonstrate knowledge and ability to protect client from injury during seizure:**
- removal of obstacles from immediate surroundings
 - maintain open airway
 - protect from injury
 - remain with client
 - call for assistance
 - use appropriate measures to protect self.
- I-2-2 Demonstrate knowledge and ability to assess seizure activity:**
- time and duration of the seizure
 - character of movements
 - observe for level of consciousness and physical changes
 - identify factors which precipitated the seizure
 - observe for Medical Alert bracelet.
- I-2-3 Demonstrate knowledge and ability to provide care following seizure:**
- turn client on side to ensure airway patency
 - suction client as required
 - monitor vital signs and level of consciousness
 - note any injury sustained during seizure
 - note presence of lethargy, confusion, headache, speech impairment, muscle soreness
 - provide hygienic measures.
- I-2-4 Demonstrate ability to report and document the event, client status, and nursing interventions according to protocol.**

Major Competency Area: **I**
**Neurological / Neurovascular
Nursing**

Priority: **One**

Competency: **I-3**
Spinal Precautions

Date: September 1, 2005

A Licensed Practical Nurse will:

I-3-1 Demonstrate knowledge and ability to assess for spinal injury.

I-3-2 Demonstrate knowledge and ability to apply and maintain spinal precautions such as:

- ensure spinal precautions as ordered by physician / nurse practitioner
- proper body alignment at all times
- spinal collars, application, and removal
- assist to stabilize the spine with manual and / or mechanical traction.

I-3-3 Demonstrate knowledge and ability to provide nursing care and interventions specific to the client with spinal injury such as:

- assess motor power
- assess neurovascular status
- assess skin care and institute protective measures
- care of drainage tubes and equipment
- safety precautions with casts, clam shells, halo traction
- provide wound care
- elimination.

Major Competency Area: **I**
**Neurological / Neurovascular
Nursing**

Priority: **One**

Competency: **I-4**
Support to the Client / Family

Date: September 1, 2005

A Licensed Practical Nurse will:

- I-4-1 Demonstrate knowledge to recognize impaired neurological and neurovascular status, and assist client and family to discuss concerns.**
- I-4-2 Demonstrate knowledge and ability to recognize the normal stages to accepting permanent loss of function, and support the client and family.**
- I-4-3 Demonstrate ability to offer emotional support to client and family:**
- demonstrate caring and concern
 - use effective communication techniques.
- I-4-4 Demonstrate the knowledge and ability to refer to appropriate support services such as:**
- pastoral care
 - occupational therapy
 - physiotherapy
 - home care
 - social work
 - support groups
 - speech and language specialists.
- I-4-5 Demonstrate ability to adjust care to accommodate client's age, gender, culture, disability and deficits, coping within new limitations, and rehabilitation.**

J: Cardiovascular Nursing

Major Competency Area: **J**
Cardiovascular Nursing

Priority: **One**

Competency: **J-1**
**Knowledge of Cardiovascular
Disorders and Diseases**

Date: September 1, 2005

A Licensed Practical Nurse will:

- J-1-1 Demonstrate knowledge of the human anatomy and physiology of the cardiovascular system.**
- J-1-2 Demonstrate knowledge of cardiovascular disease and disorders:**
- recognize normal cardiac rhythms
 - provide pre / post operation instruction to client and family relating to specific procedures
 - provide and reinforce client and family teaching.
- J-1-3 Demonstrate knowledge and ability to perform assessment and provide care to client with cardiovascular disorder or disease:**
- distinguish between normal and abnormal
 - take immediate action as necessary
 - know when to seek assistance from another regulated health professional.
- J-1-4 Demonstrate knowledge and ability to prepare client for tests, procedures, treatments, care, and surgery:**
- knowledge of location and operation of emergency equipment
 - follow pre / post procedure routines and protocols.
- J-1-5 Demonstrate knowledge and ability to use cardiac equipment:**
- attach client to cardiac monitor through proper application of leads
 - recognize normal cardiac rhythms
 - understand the use of external cardiac pacing
 - recognize when pacemaker is on / off, pacing, sensing
 - assess and utilize telemetry equipment
 - attach client to 24hr Holter monitor
 - teach client and family about specific procedure / equipment
 - report findings and changes in status to appropriate health professional.

Competency: **J-1**

**Knowledge of Cardiovascular
Disorders and Diseases**

Page: 2

A Licensed Practical Nurse will:

J-1-6 Demonstrate knowledge and ability to perform 12 and 15 lead ECG:

- apply 12 and 15 leads in proper position
- check equipment operation
- run ECG readings as ordered
- assist with interpretation of ECG
- document procedure and findings
- adhere to agency policy.

K: Maternal / Newborn Care

Major Competency Area: **K**
Maternal / Newborn Care

Priority: **One**

Competency: **K-1**
Prenatal Care, Assessment and Teaching

Date: September 1, 2005

A Licensed Practical Nurse will:

K-1-1 Demonstrate knowledge of human anatomy and physiology in relation to pregnancy:

- cardiovascular
- digestive
- endocrine
- genitourinary
- integumentary
- lymphatic
- musculoskeletal
- nervous
- respiratory
- reproductive.

K-1-2 Demonstrate knowledge of pregnancy:

- presumptive signs of pregnancy
- probable signs of pregnancy
- positive signs of pregnancy
- physiological changes
- EDC (expected date of confinement)
- psychological signs
- prenatal classes.

K-1-3 Demonstrate the ability to perform full health assessment related to pregnancy such as:

- last menstrual cycle
- number of pregnancies (gravida, para)
- fundal height
- auscultation of fetal heart
- testing of urine.

A Licensed Practical Nurse will:

K-1-4 Demonstrate the ability to teach the pregnant client in relation to prenatal care.

K-1-5 Demonstrate knowledge of complications associated with pregnancy such as:

- abortion
- abruptio placenta
- eclampsia
- ectopic pregnancy
- effects of substance abuse
- gestational diabetes mellitus
- hyperemesis gravidarum
- inuterine growth retardation
- malposition of fetus
- placenta previa
- transient hypertension.

K-1-6 Demonstrate the ability to teach the client about complications of pregnancy.

K-1-7 Demonstrate knowledge and ability to apply fetal monitor to facilitate a “Non-Stress” test:

- prepare client for application of “Non-stress” test
- assist appropriate health professional with on-going monitoring and report results.

K-1-8 Demonstrate ability to provide nursing interventions to alter non-reactive fetal monitoring reading by:

- positioning client
- offering juice or ice water
- providing oxygen.

Major Competency Area: **K**
Maternal / Newborn Care

Priority: **Two**

Competency: **K-2**
Knowledge and Assessment of Labour

Date: September 1, 2005

A Licensed Practical Nurse will:

K-2-1

Demonstrate knowledge of birthing process:

- Stage 1 – labour onset to full cervix dilation
- Stage 2 – full cervix dilation to delivery of baby
- Stage 3 – delivery of baby to expulsion of placenta
- Stage 4 – expulsion of placenta to afterbirth recovery.

K-2-2

Demonstrate ability to perform full health assessment and specialized admission specific to maternal nursing such as:

- awareness of risk factors
- awareness to blood types
- auscultation of fetal heart
- consents
- delivery record
- last menstrual cycle
- note whether strep B test is done
- prenatal records / history
- previous genetic anomalies
- previous pregnancies (gravida, para)
- vital signs.

Major Competency Area: **K**
Maternal / Newborn Care

Priority: **One**
Restricted Activity Authorization

Competency: **K-3**
Assist with Managing Labour

Date: September 1, 2005

A Licensed Practical Nurse will:

K-3-1 Demonstrate ability to assist authorized professional during management of labour:

- apply external fetal heart monitor
- assist with ongoing monitoring throughout labour
- provide care to labouring client
- report and document as required.

K-3-2 Demonstrate ability to test appropriate specimens during labour such as:

- glucometer
- urine
- amniotic fluids using litmus paper / kits.

K-3-3 Demonstrate ability to assist authorized professional with invasive procedures such as:

- vaginal exams
- artificial rupture of membranes
- insertion of internal mode fetal monitoring
- epidural anesthesia / analgesia
- induction
- obtaining consents if applicable.

K-3-4 Demonstrate ability to use non-pharmacological techniques to assist client in managing pain during labour and delivery.

K-3-5 Demonstrate ability to administer medications and nitrous oxide to client in labour as per agency policy. (See Competency Band U)

Major Competency Area: **K**
Maternal / Newborn Care

Priority: **One**

Competency: **K-4**
Assist with Delivery

Date: September 1, 2005

A Licensed Practical Nurse will:

- K-4-1 Demonstrate ability to use sterile techniques to set-up delivery suite.**
- K-4-2 Demonstrate ability to assist authorized professional in delivery process.**
- K-4-3 Demonstrate ability to use equipment for safe delivery.**
- K-4-4 Demonstrate ability to provide care and initial medications to stable newborns as per employer protocol. (see Competency Band U).**
- K-4-5 Demonstrate ability to assist authorized professional with neonatal resuscitation.**
(see Competency Band BB).
- K-4-6 Demonstrate ability to assist authorized professional with Apgar scoring.**
- K-4-7 Demonstrate ability to assist authorized professional with examination of placental tissue and cord structure.**
- K-4-8 Demonstrate ability to procure appropriate specimens for analysis such as:**
 - cord blood sample.
- K-4-9 Demonstrate ability to assist authorized professional with appropriate nursing interventions:**
 - chills
 - hemorrhage
 - seizures
 - shock.
- K-4-10 Demonstrate ability to document concisely any abnormal findings.**
- K-4-11 Demonstrate ability to assist client and family in the event of still birth or death of newborn.**

Major Competency Area: **K**
Maternal / Newborn Care

Priority: **One**

Competency: **K-5**
Postpartum Care and Teaching

Date: September 1, 2005

A Licensed Practical Nurse will:

- K-5-1** **Demonstrate knowledge of involution process.**
- K-5-2** **Demonstrate knowledge of medical terminology as it applies to postpartum client.**
- K-5-3** **Demonstrate ability to perform assessment of post delivery client such as:**
- breasts / nipples
 - caesarean section incision
 - fundus
 - hemorrhoids
 - lochia
 - perineum
 - vital signs.
- K-5-4** **Demonstrate ability to recognize post-delivery complications such as:**
- boggy fundus
 - client passing large clots or tissue
 - difficulty voiding or distended bladder
 - displaced fundus
 - edema (hands and feet)
 - high blood pressure
 - postpartum hemorrhage
 - seizure activity.
- K-5-5** **Demonstrate ability to provide appropriate nursing interventions.**
- K-5-6** **Demonstrate ability to recognize physiological changes such as:**
- after pains
 - cervical closure
 - constipation
 - decreased perineal muscle tone

A Licensed Practical Nurse will:

K-5-6 Demonstrate ability to recognize physiological changes such as: (continued)

- diuresis
- involution of uterus
- lactation
- ovulation / menstruation
- vaginal rugae
- vital sign changes
- diaphoresis
- weight loss.

K-5-7 Demonstrate ability to recognize psychological changes such as:

- bonding
- postpartum blues
- postpartum depression.

K-5-8 Demonstrate the ability to teach and support client in ongoing postpartum care such as:

- breast feeding / bottle feeding
- changes in family dynamics
- importance of rest
- involution
- newborn care
- perineal hygiene
- personal hygiene
- physiological changes
- psychological changes.

A Licensed Practical Nurse will:

- K-5-9 Demonstrate the ability to perform ongoing assessments during postpartum period such as:**
- bowel function
 - breasts
 - caesarean section incision
 - edema
 - fundus
 - legs (deep vein thrombosis)
 - lochia
 - pain in breasts, uterus, perineum, other
 - perineum – episiotomy / hemorrhoids
 - vital signs
 - voiding.
- K-5-10 Demonstrate ability to safely use equipment needed in the postpartum period.**
- K-5-11 Demonstrate the ability to assist mother with breast feeding.**
- K-5-12 Demonstrate the ability to initiate inter-agency referrals as part of discharge planning.**
- K-5-13 Demonstrate ability to provide discharge teaching to mother, father and / or significant other.**

Major Competency Area: **K**
Maternal / Newborn Care

Priority: **One**

Competency: **K-6**
**Prenatal Pre-operative Care
and Teaching**

Date: September 1, 2005

A Licensed Practical Nurse will:

K-6-1 Demonstrate knowledge and ability to assist authorized professional in preparing client for elective and emergency caesarean section:

- administer pre-operative medications
- catheterization
- continuous fetal monitoring
- ensure consent is signed
- frequent monitoring of vital signs as required
- infusion therapy
- observation of changes in client's condition and reporting of same
- pre-operative care and teaching.

K-6-2 Demonstrate knowledge and ability to provide pre-operative / prenatal teaching as per hospital policy / procedures for elective and emergency caesarean sections:

- breast care post surgery
- care of incision post surgery
- deep breathing and coughing exercises
- discharge teaching
- infusion therapy and nutrition
- personal hygiene care
- referrals
- support of incision post surgery when mobilizing.

Major Competency Area: **K**
Maternal / Newborn Care

Priority: **One**

Competency: **K-7**
**Postnatal / Post-operative Care
and Teaching**

Date: September 1, 2005

A Licensed Practical Nurse will:

- K-7-1 Demonstrate knowledge and ability to provide post-operative / postpartum care following return from OR / Recovery room.**
- K-7-2 Demonstrate knowledge and ability to complete ongoing assessments during postpartum period and report any changes or abnormalities:**
- bowel functions
 - catheter care – voiding post catheter removal
 - firmness and position of fundus
 - incision care / dressing changes
 - infusion therapy / intake and output
 - lochia – amount and odor
 - nutritional requirements when breast feeding
 - pain in breasts, uterus, incision, perineum or legs
 - perineum – episiotomy / hemorrhoids
 - post epidural protocols
 - redness, swelling, pain in back of legs
 - vital signs.
- K-7-3 Demonstrate ability to safely use equipment needed in postpartum care.**

Major Competency Area: **K**
Maternal / Newborn Care

Priority: **One**

Competency: **K-8**
**Knowledge and Teaching
of Newborn Care**

Date: September 1, 2005

A Licensed Practical Nurse will:

- K-8-1 Demonstrate knowledge and ability to perform physical assessment on newborn.**
- K-8-2 Demonstrate knowledge and ability to perform newborn admission to the nursery:**
- following normal delivery
 - following caesarean section delivery.
- K-8-3 Demonstrate knowledge and ability to monitor clinical manifestations of newborn.**
- K-8-4 Demonstrate knowledge of equipment pertaining to newborn care.**
- K-8-5 Demonstrate knowledge and ability to provide discharge teaching regarding care of newborn such as:**
- appointment with physician
 - events which should be reported to regulated health professional
 - evaluate car seat safety / perform car seat testing
 - other referrals as necessary
 - provide health link information
 - reinforce feeding and bathing of newborn
 - visit by community health nurse.
- K-8-6 Demonstrate knowledge and ability to assist appropriate professional with transferring neonate to specialized care.**
- K-8-7 Demonstrate knowledge and ability to assist appropriate professional with gavage feeding.**

L: Pediatrics

Major Competency Area: **L**

Pediatrics

Priority: **One**

Competency: **L-1**

**Knowledge, Assessment and Care of
Pediatric Client / Family**

Date: September 1, 2005

A Licensed Practical Nurse will:

- L-1-1 Demonstrate ability to apply critical thinking and clinical judgment throughout the nursing process when caring for pediatric clients.**
- L-1-2 Demonstrate knowledge of human anatomy and physiology of pediatric clients:**
- cardiovascular system
 - central nervous system
 - gastrointestinal system
 - genitourinary system
 - growth and development stages
 - integumentary system
 - musculoskeletal system
 - respiratory system.
- L-1-3 Demonstrate knowledge of common pediatric diseases and medical conditions such as:**
- asthma
 - congenital anomalies
 - congenital heart disease
 - cystic fibrosis
 - downs syndrome
 - muscular dystrophy
 - respiratory syncytial virus (RSV)
 - spectrum disorders
 - trauma.
- L-1-4 Demonstrate knowledge and ability to assess family environment and support.**

Competency: L-1

**Knowledge, Assessment and Care of
Pediatric Client / Family**

Page: 2

A Licensed Practical Nurse will:

- L-1-5 Demonstrate knowledge and ability to identify suspicion and / or signs of physical, sexual, and mental abuse of child, and report and document as per agency policy.**
- L-1-6 Demonstrate ability to perform initial and ongoing physical assessment on all ages of pediatric clients.**
- L-1-7 Demonstrate ability to perform health admissions specific to pediatric nursing.**
- L-1-8 Demonstrate ability to assess need for pain management to pediatric client:**
- age
 - behaviors associated with pain
 - cultural influence of family of infant / child
 - location and intensity of pain
 - medical treatment / intervention and potential for pain
 - physiological and emotional behaviors
 - previous medication and effectiveness
 - subjective and objective data related to pain
 - weight.
- L-1-9 Demonstrate ability to report and document related to pain management:**
- behaviors that indicate presence of pain
 - physiological and emotional changes related to pain
 - effectiveness of pain management, support
 - pain assessment results
 - time of medication or other therapy to manage pain and effectiveness
 - need to collaborate with other health professionals as necessary.

Major Competency Area: **L**

Pediatrics

Priority: **One**

Competency: **L-2**

Interventions and Safety Procedures

Date: September 1, 2005

A Licensed Practical Nurse will:

L-2-1 Demonstrate knowledge of safety precautions used in infant / child care such as:

- checking mechanical equipment
- identification of client
- inspecting toys
- keeping personal care supplies out of child's reach
- knowing the physical and cognitive abilities of the infant and child
- maintain close physical contact when caring for the infant and child
- medical asepsis
- medication out of the child's sight and reach and locked up
- prevention of cross contamination
- provision of secure environment
- understanding and applying precaution when oxygen is in use.

L-2-2 Demonstrate understanding of the legalities and agency policy regarding alternatives to restraint or use of restraint on pediatric client.

L-2-3 Demonstrate knowledge and ability to use protective devices as per agency policy.

Major Competency Area: **L**
Pediatrics

Priority: **One**

Competency: **L-3**
Support and Teaching to Client / Family

Date: September 1, 2005

A Licensed Practical Nurse will:

- L-3-1 Demonstrate ability to provide support to pediatric client / family.**
- L-3-2 Demonstrate ability to teach pediatric client / family in relation to areas such as:**
- compliance with treatment
 - diagnosis
 - discharge
 - hospital / home routine
 - medication / pain management
 - play area
 - rest period.
- L-3-3 Demonstrate ability to assist child / family to adjust to hospitalization:**
- behaviors indicating adjustment or lack of adjustment to hospitalization
 - call child by name
 - discuss concerns and involving parent or significant other
 - encourage two-way communication
 - introduce child and parent to other children in the room
 - listen to how the child feels and encourage questions
 - manage anxieties observed or expressed by client / family
 - meet the emotional needs of those involved
 - prepare equipment for admission in advance
 - provide for child and parent comfort
 - providing orientation to unit
 - use empathy in responding to fears of the child and family.
- L-3-4 Demonstrate ability to identify and meet emotional needs of family and significant others in coping with infant / child illness.**

Competency: **L-3**

Support and Teaching to Client / Family

Page: 2

A Licensed Practical Nurse will:

L-3-5 Demonstrate ability to provide discharge teaching to parent and significant other:

- referral agencies
- follow up appointment with physician
- awareness of signs and symptoms of complications
- information regarding medication, diet, exercise, and activities.

L-3-6 Demonstrate knowledge of the roles of the health care team in assisting the pediatric client, parent, and significant other through child's illness.

Major Competency Area: **L**
Pediatrics

Priority: **One**

Competency: **L-4**
**Knowledge and Use of
Pediatric Equipment**

Date: September 1, 2005

A Licensed Practical Nurse will:

L-4-1 Demonstrate knowledge and ability to safely utilize specific pediatric equipment as per agency policy.

M: Mental Health Nursing

Major Competency Area: **M**
Mental Health Nursing

Priority: **One**
Restricted Activity Authorization

Competency: **M-1**
**Knowledge and Assessment of
Mental Health and Illness**

Date: September 1, 2005

A Licensed Practical Nurse will:

M-1-1 Demonstrate understanding of the restricted activity in the LPN Regulation 2003 (19) authorizing psychosocial intervention:

“All regulated members may provide the restricted activity of psychosocial intervention as a member of a multi-disciplinary team and while under the direction of an authorized practitioner.”

Health Professions Act LPN Regulation 2003.

M-1-2 Demonstrate ability to apply critical thinking and clinical judgment throughout the nursing process with mental health clients, families, and groups in a variety of health care settings.

M-1-3 Demonstrate knowledge and ability to recognize the difference between mental illness and mental health.

M-1-4 Demonstrate knowledge and ability to describe common mental health issues / illnesses such as:

- adjustment disorders
- autism
- anxiety disorders
- brain injury
- cognitive disorders
- dementia
- developmental disorders
- eating disorders – anorexia nervosa and bulimia nervosa
- learning and behavioral disorders
- mood disorders (unipolar, bipolar)
- personality disorders
- post traumatic stress disorder
- schizophrenia
- substance related disorders.

Competency: **M-1**

**Knowledge and Assessment of
Mental Health and Illness**

Page: 2

A Licensed Practical Nurse will:

M-1-5 Demonstrate knowledge and ability to identify signs and symptoms of mental health issues / illnesses such as:

- anxiety
- attempted suicide / suicide risk
- delusions
- depression
- hallucinations
- mania
- paranoia
- post-operative psychosis.

M-1-6 Demonstrate knowledge and ability to properly assess mental status:

- assess and evaluate changes in patient:
 - behavioral
 - emotional
 - intellectual
 - mini-mental examination
 - motor
 - perceptual
 - suicide risk assessment.

M-1-7 Demonstrate knowledge of diagnostic tools and guides in mental health e.g., “Diagnostic and Statistical Manual of Mental Disorders Volume 4” (DSM-IV).

A Licensed Practical Nurse will:

- M-1-8 Demonstrate knowledge and ability to recognize and intervene in crisis situations:**
- identify phases of crisis development
 - identify signs and symptoms of a crisis
 - identify nursing interventions
 - identify the goals and indications for crisis intervention
 - identify signs of escalating aggressive behavior
 - apply nursing interventions in accordance with agency policy.
- M-1-9 Demonstrate ability to communicate and collaborate with the health care team within mental health environment.**
- M-1-10 Demonstrate knowledge and ability to assess stress in a client's / family's life:**
- explore factors contributing to stress
 - assess strategies for managing stress
 - examine adaptability to change
 - provide care and direction in crisis state
 - recognize behavioral manifestations.
- M-1-11 Demonstrate knowledge and ability to understand developmental / childhood spectrum disorders such as:**
- developmental disorders
 - attention deficit disorders
 - anxiety disorders
 - fetal alcohol syndrome.
- M-1-12 Demonstrate knowledge and ability to objectively report and document in the mental health environment.**

Major Competency Area: **M**
Mental Health Nursing

Priority: **One**

Competency: **M-2**
Aggressive Behaviour

Date: September 1, 2005

A Licensed Practical Nurse will:

- M-2-1 Demonstrate critical thinking and clinical judgment in monitoring and managing all types of aggressive behaviour.**
- M-2-2 Demonstrate knowledge of facility policies regarding aggressive behaviour.**
- M-2-3 Demonstrate knowledge and ability to apply self protection / prevention techniques such as:**
- respect for personal space
 - flexibility
 - distance
 - teamwork
 - distraction techniques.
- M-2-4 Demonstrate ability to ensure safety of other clients, self, and colleagues as appropriate.**
- M-2-5 Demonstrate knowledge and ability to assess level of anxiety and recognize progression to agitation and aggression.**
- M-2-6 Demonstrate knowledge and ability to utilize agitated behaviour rating scale used by agency such as:**
- absent – the behaviour is not present
 - present to a slight degree – does not prevent other appropriate behaviour
 - present to a moderate degree – benefits from cueing to appropriate behaviour
 - present to an extreme degree – external cueing or redirection not effective.

A Licensed Practical Nurse will:

- M-2-7 Demonstrate knowledge and ability to be aware of factors contributing to aggressive behaviour:**
- psychosocial factors
 - environmental factors
 - pharmacological factors
 - caregiver factors.
- M-2-8 Demonstrate knowledge and ability to respond appropriately to prevent and manage aggression:**
- decrease noise
 - effective and appropriate verbal and non verbal communication
 - reduce stimuli
 - isolate client, as appropriate.
- M-2-9 Demonstrate knowledge and ability to respond appropriately to client who is making threats with an object or a weapon.**
- M-2-10 Demonstrate knowledge and ability to provide post incident management:**
- support of clients
 - support of caregiver and colleagues
 - collaborate with the health care team.
- M-2-11 Demonstrate ability to document and report observations as appropriate.**

Major Competency Area: **M**
Mental Health Nursing

Priority: **One**

Competency: **M-3**
Intolerable Behaviour

Date: September 1, 2005

A Licensed Practical Nurse will:

- M-3-1 Demonstrate critical thinking and clinical judgment in responding appropriately to intolerable behaviour.**
- M-3-2 Demonstrate knowledge of types of abuse and intolerable behaviour such as:**
- bodily harm
 - emotional and mental harm
 - verbal abuse
 - sexual harm
 - neglect
 - administration or prescribing medication for an inappropriate purpose
 - misappropriating money and / or valuable possessions
 - failing to provide adequate nutrition, medical attention or other necessities of life
 - misuse of physical and / or chemical restraint.
- M-3-3 Demonstrate knowledge of institution policies regarding abuse and intolerable behaviour.**
- M-3-4 Demonstrate knowledge and application of Legislation pertaining to abuse and intolerable behaviour such as:**
- Protection of Persons in Care Act
 - Mental Health Act.
- M-3-5 Demonstrate knowledge and ability to accurately assess, manage, report, and document all incidences of abuse and intolerable behaviour.**

Major Competency Area: **M**
Mental Health Nursing

Priority: **One**

Competency: **M-4**
Prevention and Intervention in Suicide

Date: September 1, 2005

A Licensed Practical Nurse will:

- M-4-1 Demonstrate ability to recognize and understand the warning signs of suicide in all ages of clients such as:**
- call to crisis line
 - change of personality
 - change of routine
 - family history
 - identification of a suicide plan
 - increase in psychosomatic illness
 - medication misuse
 - past history
 - sleep and eating patterns
 - suicidal ideologies
 - suicidal note.
- M-4-2 Demonstrate knowledge and ability to intervene immediately with suicidal client as appropriate.**
- M-4-3 Demonstrate ability to educate family members to cope with client's behaviour and feelings:**
- observe interactions
 - teach effective response
 - document findings
 - participate in family conference
 - provide information.
- M-4-4 Demonstrate knowledge and ability to provide constant observation for suicide prevention as appropriate.**

Major Competency Area: **M**
Mental Health Nursing

Priority: **One**

Competency: **M-5**
Substance Abuse Interventions

Date: September 1, 2005

A Licensed Practical Nurse will:

- M-5-1 Demonstrate knowledge and ability to recognize substance abuse.**
- M-5-2 Demonstrate knowledge and ability to recognize the types of substance abuse such as:**
- alcohol
 - prescription drugs
 - street drugs
 - inhalants / aerosols
 - over-the-counter drugs
 - stimulants – opiates / narcotics
 - hallucinogens
 - others.
- M-5-3 Demonstrate knowledge and understanding of the effect of substance used.**
- M-5-4 Demonstrate knowledge and understanding of drug withdrawal, rehabilitation, and recovery.**
- M-5-5 Demonstrate knowledge and ability to provide nursing care to manage the symptoms of substance abuse.**
- M-5-6 Demonstrate knowledge and ability to teach clients, families, and groups regarding prevention of substance abuse and promotion of health.**

Major Competency Area: **M**
Mental Health Nursing

Priority: **One**

Competency: **M-6**
**Mental Health Treatments
and Interventions**

Date: September 1, 2005

A Licensed Practical Nurse will:

M-6-1 Demonstrate knowledge and ability to provide medications to mental health clients including psychotropic drugs: (See Competency Band U)

- medication compliance
- medication non-compliance:
 - discuss rationale for non-compliance:
 - cognitive understanding / ability
 - cost
 - effect on sexual performance
 - side effects
 - stigma
- drug interactions:
 - dangerous drug interactions
 - therapeutic drug interactions
 - synergistic drug interactions
 - antagonistic drug interactions.

A Licensed Practical Nurse will:

M-6-2 Demonstrate knowledge and ability to participate in mental health treatments and interventions such as:

- behaviour modification:
 - family therapy
 - consistency
 - group therapy
 - individual therapy
 - positive and negative reinforcement

- psychotherapy:
 - art and music therapy
 - behaviour modification
 - family therapy
 - group therapy
 - occupational therapy
 - psychoanalysis
 - recreational therapy.

M-6-3 Demonstrate knowledge and ability to assist with mental health treatments and interventions such as:

- electrotherapy (ECT):
 - pre and post ECT care
 - assist with ECT treatment
- referral to mental health resources
- client and family education.

M-6-4 Demonstrate knowledge and ability to report and document treatments and interventions in an objective manner.

Major Competency Area: **M**
Mental Health Nursing

Priority: **One**

Competency: **M-7**
**Legal Protocols and Documentation
Requirements**

Date: September 1, 2005

A Licensed Practical Nurse will:

- M-7-1 Demonstrate knowledge of relevant Legislation, such as:**
- Mental Health Act
 - Freedom of Information and Protection of Privacy Act
 - Protection for Persons in Care Act
 - Health Information Act
 - Health Professions Act, LPN Regulation, 2003.
- M-7-2 Demonstrate knowledge of the formal certification process and implications.**
- M-7-3 Demonstrate knowledge and ability to use protective devices as per agency policy. (See Competency Band E)**
- M-7-4 Demonstrate knowledge and ability to participate in client, family, team, and conferences.**
- M-7-5 Demonstrate knowledge of facility policy and legal protocols.**

N: Emergency Nursing

Major Competency Area: N
Emergency Nursing

Priority: **One**

Competency: **N-1**
Multi-Systems Assessment

Date: September 1, 2005

A Licensed Practical Nurse will:

N-1-1 Demonstrate knowledge and ability to apply critical thinking and clinical judgment to adapt health assessment to emergency nursing.

N-1-2 Demonstrate ability to perform neurological assessment:

- neurological vital signs
- generalized seizure activity
- glasgow coma scale
- level of consciousness
- loss of consciousness
- motor function
- pupil reaction
- oxygen saturation
- sensory function
- visual acuity.

N-1-3 Demonstrate ability to perform peripheral neurovascular assessment:

- peripheral assessment
- color, sensation, movement (CSM).

N-1-4 Demonstrate ability to perform respiratory assessment:

- accessory muscle use
- auscultation of lung fields
- colour
- cough
- cyanosis
- expectorated secretions
- jugular vein distention
- O₂ saturation per monitor

A Licensed Practical Nurse will:

N-1-4 Demonstrate ability to perform respiratory assessment: (continued)

- peak flow
- respiration – rate, rhythm, quality
- tracheal deviation
- tracheal tug.

N-1-5 Demonstrate ability to assess the cardiovascular system:

- application of ECG leads and monitoring
- application of external cardiac monitoring leads
- auscultation of chest
- blood pressure, postural, and palpable BP
- heart rate, rhythm, and peripheral pulses
- heart sounds (S1,S2)
- capillary refill
- perspiration
- pitting edema
- signs or symptoms of infection
- lab findings.

N-1-6 Demonstrate ability to perform a musculoskeletal assessment:

- soft tissue injuries / multiple system injuries / trauma
- fractures
- dislocations
- degenerative disorders
- mobility and ambulation.

N-1-7 Demonstrate ability to perform genitourinary assessment:

- assess patency of urinary catheter
- bladder scanning
- check external genitalia for signs of trauma
- insert and remove catheter
- lab findings
- monitor urinary output
- palpate for bladder distention
- strain urine for calculi.

A Licensed Practical Nurse will:

N-1-8 Demonstrate ability to complete a gynecological assessment:

- gravida, para, abortions
- last normal menstrual period (LNMP)
- vaginal discharge or blood loss
- previous gynecological surgery
- cramping, labor pains
- length of last labor
- previous premature births
- birth control history
- pregnancy testing.

N-1-9 Demonstrate the knowledge and ability to document and report assessment findings to the appropriate health professional.

Major Competency Area: N
Emergency Nursing

Priority: **One**

Competency: N-2
Identify Priority Needs

Date: September 1, 2005

A Licensed Practical Nurse will:

N-2-1 Demonstrate ability to collaborate within health team and contribute to client assessment:

- perform rapid primary initial assessment
- perform secondary assessment that relates to clients overall health status
- obtain relevant health history
- recognize individuals at risk for self harm and or harm to others
- assess need for precautionary measures
- follow isolation techniques
- ensure client confidentiality and privacy within limits of environment
- describe symptoms
- pain assessment
- participate in the triage and screening of clients
- record findings and report to health team.

Major Competency Area: N
Emergency Nursing

Priority: **One**

Competency: **N-3**
Nursing Interventions

Date: September 1, 2005

A Licensed Practical Nurse will:

N-3-1 Demonstrate knowledge and ability to perform nursing procedures such as:

- administer medications (See Competency Band U)
- apply and monitor cardiac monitor
- assemble and use ambubag
- bladder irrigation
- burn dressings
- catheter insertion, removal, care, irrigation
- ensure consent is signed for invasive procedures
- gastrointestinal interventions i.e., insertion of nasogastric tube, enema
- hot and cold compresses
- monitor client on ongoing basis – circulatory, vital signs, O₂ saturation
- ophthalmic interventions
- ostomy care and irrigation
- pre-operative care
- prepare body for morgue and viewing while maintaining the integrity of forensic evidence
- prepare client for procedures and treatments
- provide infusion therapy (see Competency Band V)
- remove sutures and staples
- wound care
- other treatments and procedures as appropriate within scope of practice
- apply and monitor telemetry
- apply 12 and 15 lead ECG and connection to cardiac monitor
- initiate peripheral infusion (see Competency Band V)
- non-stress tests on prenatal clients
- phlebotomy (see Competency Band DD).

Major Competency Area: N

Emergency Nursing

Priority: **One**

Restricted Activity Authorization

Competency: **N-4**

Assist with Emergency Interventions

Date: September 1, 2005

A Licensed Practical Nurse will:

N-4-1 Demonstrate knowledge and ability to assist the physician / nurse practitioner with interventions such as:

- complex dressing procedures
- irrigations
- manual traction
- preserving amputated parts
- restraints
- stabilize fractures
- suturing of wounds
- adult / child abuse / sexual assault procedures
- application of mast trousers
- application of traction apparatus and pins
- Bier block / pneumatic tourniquet
- biopsy
- blood alcohol samples with appropriate documents
- compartment and compression syndrome measurement
- gastric lavage
- lumbar puncture
- nerve block
- paracentesis
- plastic surgery and amputation
- thoracentesis
- measure for and insert oral airway, as appropriate
- assist with other treatments and procedures as appropriate and necessary.

Competency: N-4

Assist with Emergency Interventions

Page: 2

A Licensed Practical Nurse will:

N-4-2 Demonstrate understanding of restricted activity in LPN Regulations authorizing administration of nitrous oxide:

“All regulated members may provide the restricted activity of administering nitrous oxide for the purposes of anaesthesia or sedation if a person who is authorized to provide that restricted activity is on site and immediately available to assist.”

Health Professions Act LPN Regulation 2003

Major Competency Area: N
Emergency Nursing

Priority: **One**

Competency: **N-5**
Knowledge of Equipment

Date: September 1, 2005

A Licensed Practical Nurse will:

N-5-1 Demonstrate knowledge and ability to set up and maintain equipment and devices such as:

- automatic blood pressure meter
- change portable O₂
- infusion pumps
- peak flow meter
- pulse oximetry for adults and pediatrics
- chest tube tray and commercial drainage system
- intravenous lines
- suction and suction pumps
- spirometry
- cautery equipment
- ECG machine
- nitrous oxide tanks
- ventilator machines
- other specialized equipment as appropriate and necessary.

Major Competency Area: **N**
Emergency Nursing

Priority: **One**

Competency: **N-6**
Support and Teach Client / Family

Date: September 1, 2005

A Licensed Practical Nurse will:

N-6-1 Demonstrate knowledge and ability to support and teach client, family, and significant others in the emergency nursing environment.

O: Gerontology Nursing

Major Competency Area: **O**
Gerontology Nursing

Priority: **One**

Competency: **O-1**
Aging Process and Health Problems

Date: September 1, 2005

A Licensed Practical Nurse will:

- O-1-1 Demonstrate knowledge of effects of aging on normal anatomy and physiology, and growth and development.**
- O-1-2 Demonstrate the knowledge and ability to recognize the normal aging process:**
- physical
 - emotional
 - cognitive
 - psychosocial.
- O-1-3 Demonstrate knowledge and ability to assess and recognize multi-system health issues.**
- O-1-4 Demonstrate knowledge and ability to recognize cognitive dysfunction in the elderly such as:**
- agitation / aggression
 - anxiety
 - confusion
 - delirium
 - dementia / delusion
 - depression
 - disorientation
 - mental status.
- O-1-5 Demonstrate ability to assess for drug induced cognitive disorder.**
- O-1-6 Demonstrate ability to assess for physiological causes for cognitive changes such as:**
- urinary tract infection (UTI)
 - constipation
 - upper respiratory infection (URI).

A Licensed Practical Nurse will:

- O-1-7 Demonstrate ability to intervene and provide emotional support to client and family when required.**
- O-1-8 Demonstrate knowledge and ability to assist in the provision of therapies such as:**
- reality therapy
 - orientation therapy
 - validation therapy
 - touch therapy
 - music therapy
 - aromatherapy
 - pet therapy
 - recreation therapy
 - socialization.
- O-1-9 Demonstrate knowledge and ability to investigate alternative therapies the client may be accessing.**

Major Competency Area: **O**

Gerontology Nursing

Priority: **One**

Competency: **O-2**

Support and Teaching

Date: September 1, 2005

A Licensed Practical Nurse will:

O-2-1 Demonstrate the ability to communicate with client and family:

- ability to assess language barriers
- assess cognitive ability of client / spouse / family
- assess family history – abuse, addictions, cultural issues
- aware of deficits in hearing, sight, and speech
- aware of physical disabilities
- aware of psychological, social, and spiritual needs
- body language
- empathy
- listening.

O-2-2 Demonstrate ability to provide support to the client and family:

- aware of changes in family roles
- aware of losses – possessions, home, mate, skills
- aware of Personal Directive
- loss of independence – decision making, finances
- social changes
- provide assistance with activities of daily living (ADL).

O-2-3 Demonstrate ability to provide teaching to client and family:

- access to support groups
- within team conferences
- referral to community agencies
- support activities of daily living (ADL)
- stages of loss
- effect of changes.

Major Competency Area: **O**
Gerontology Nursing

Priority: **One**

Competency: **O-3**
Nursing Interventions

Date: September 1, 2005

A Licensed Practical Nurse will:

- O-3-1 Demonstrate ability to apply critical thinking and clinical judgment to the nursing process during the provision of daily care to the geriatric client.**
- O-3-2 Demonstrate ability to apply pharmacological principles in the safe administration of medication including:** (See Competency Band U)
- assess specific needs, weight, age, and health issues of the client
 - monitor and teach self medication program
 - prepare medications for client to take on day / night pass
 - recognize drug interactions, toxic effects, and non-compliance.
- O-3-3 Demonstrate knowledge and ability to meet the nutritional special needs of the elderly such as:**
- adapt feeding techniques to the elderly
 - adjust for the decrease in smell, taste and sight
 - assess need for adaptive devices
 - assess swallowing ability
 - assess the nutritional needs of a client
 - communicate and document effective feeding techniques
 - cultural and religious influences
 - note allergies
 - provide extra nutritional supplements
 - recognize importance of environment during meals.
- O-3-4 Demonstrate knowledge and ability to consult and / or refer to other professionals such as:**
- dietician
 - speech language pathologist
 - occupational therapist
 - physical therapist
 - social worker.

A Licensed Practical Nurse will:

- O-3-4 Demonstrate knowledge and ability to meet the elimination needs in the elderly:**
- assess clients individual elimination needs
 - provide bladder and bowel retraining
 - demonstrate patience and understanding
 - initiate appropriate interventions
 - maintain client privacy and dignity
 - observe signs and symptoms unique to the elderly
 - provide client and family teaching
 - recognize the special needs of the cognitively impaired.
- O-3-5 Demonstrate knowledge and ability to perform skin and wound care such as:**
(See Competency Band E)
- prevent skin breakdown through positioning, skin care, hygiene, and nutrition
 - assess wound, exudate, characteristics and stage of healing
 - identify cause of the wound
 - observe for signs of infection
 - select and apply appropriate wound dressings
 - recognize when to seek advice from wound care specialist / other health professional.
- O-3-6 Demonstrate ability to provide comfort measures and pain management.**

Major Competency Area: **O**
Gerontology Nursing

Priority: **Two**

Competency: **O-4**
Assessment for Appropriate Placement

Date: September 1, 2005

A Licensed Practical Nurse will:

- O-4-1 Demonstrate knowledge and ability to participate in the assessment of clients for placement as per agency policy:**
- assess clients health status
 - act as client's advocate
 - provide information regarding client's usual nursing care
 - respond to assessor questions
 - provide information as requested.

Major Competency Area: **O**
Gerontology Nursing

Priority: **One**

Competency: **O-5**
Safety Procedures

Date: September 1, 2005

A Licensed Practical Nurse will:

- O-5-1 Demonstrate ability to provide a safe environment.**
- O-5-2 Demonstrate ability to respect the client's and family's wishes within the parameters of safety.**
- O-5-3 Demonstrate knowledge and ability to implement alternatives to create a safer environment for client such as:**
 - non-skid shoes or socks
 - motion detectors
 - low rise beds
 - hip protectors.
- O-5-4 Demonstrate ability to adhere to agency policy and legislation.**
- O-5-5 Demonstrate ability to document client behaviour, treatment, safety precautions, risk issues, and client response.**

Major Competency Area: **O**
Gerontology Nursing

Priority: **One**

Competency: **O-6**
Communication and Advocacy

Date: September 1, 2005

A Licensed Practical Nurse will:

- O-6-1 Demonstrate knowledge and ability to communicate with client and advocate for client.**
- O-6-2 Demonstrate knowledge and awareness of code status of each client.**
- O-6-3 Demonstrate knowledge of and respect for the client's Personal Directive.**
- O-6-4 Demonstrate knowledge of Legislation affecting client / family / caregiver, such as:**
 - Protection for Persons in Care (PPIC)
 - Personal Information Protection Act (PIPA).
- O-6-5 Demonstrate knowledge of protocol regarding guardianship, power of attorney, and trusteeship.**
- O-6-6 Demonstrate knowledge and ability to participate in team, client, and family conferences.**

P: Palliative Care

Major Competency Area: **P**
Palliative Care

Priority: **One**

Competency: **P-1**
Assess Physiological Change

Date: September 1, 2005

A Licensed Practical Nurse will:

- P-1-1 Demonstrate knowledge of the physiological characteristics and symptoms of end of life due to the cessation of normal body functions.**
- P-1-2 Demonstrate knowledge of best practice for palliative nursing care.**
- P-1-3 Demonstrate knowledge of the dying process.**
- P-1-4 Demonstrate ability to recognize the approach of death and assess and provide nursing care for various alterations in vital functions.**
- P-1-5 Demonstrate knowledge and ability to pronounce death and document:**
 - assess cessation of vital signs
 - follow agency policy and protocol.

Major Competency Area: **P**

Palliative Care

Priority: **One**

Competency: **P-2**

**Pain Management and
Symptom Control**

Date: September 1, 2005

A Licensed Practical Nurse will:

P-2-1 Demonstrate ability to assess objective and subjective signs and symptoms of clients discomfort such as:

- confusion, agitation, aggression
- dry mouth
- facial expression
- itchiness
- nausea
- restlessness
- verbal comments
- vital signs.

P-2-2 Demonstrate ability to provide care to manage pain and symptoms by:

- administer analgesic
- assess client on ongoing basis
- assess need for changes in analgesic
- hygiene care, mouth care, skin care
- identify causes of discomfort
- involve family / significant others in client care
- promote elimination
- provide quiet, comfortable room
- reposition, using support devices, special mattress.

Major Competency Area: **P**

Palliative Care

Priority: **One**

Competency: **P-3**

Psychological and Emotional Support

Date: September 1, 2005

A Licensed Practical Nurse will:

- P-3-1 Demonstrate an awareness of own perspective of death and dying.**
- P-3-2 Demonstrate ability to recognize and respect client's and family's reaction to the dying process.**
- P-3-3 Demonstrate ability to perform nursing care in a composed, sympathetic, and considerate manner.**
- P-3-4 Demonstrate ability to recognize the client's and family's adaptation to the grieving process.**
- P-3-5 Demonstrate ability to recognize and understand co-workers reactions and feelings toward the dying process.**
- P-3-6 Demonstrate ability to teach and inform the family of client's condition.**
- P-3-7 Demonstrate respect for religious and cultural practices that bring comfort to the dying client and family:**
- aware of rituals and fundamentals of different faiths
 - access hospital chaplain or clients representative.
- P-3-8 Demonstrate ability to recognize and make an effort to keep the family comfortable physically, emotionally, and spiritually:**
- direction to quiet room, phones, parking
 - nourishment
 - offering overnight accommodations
 - refer to emotional and spiritual support
 - location of chapel
 - offer support and encouragement.

Major Competency Area: **P**
Palliative Care

Priority: **One**

Competency: **P-4**
Care and Comfort Measures

Date: September 1, 2005

A Licensed Practical Nurse will:

P-4-1 Demonstrate ability to provide nursing care to keep client comfortable:

- maintain a peaceful environment
- communicate with client, family and significant others
- use touch to reassure client and family
- adjust nursing care to compensate for changes in normal functioning
- bathing, skin care, mouth care, hygiene measures
- administer medication to ensure comfort.

P-4-2 Demonstrate ability to provide care to family:

- comfortable environment
- touch
- listening
- collaborating with other health team members.

Major Competency Area: **P**

Palliative Care

Priority: **One**

Competency: **P-5**

Support Services

Date: September 1, 2005

A Licensed Practical Nurse will:

P-5-1 Demonstrate knowledge and ability to access support services such as:

- pastoral care, chapel, representatives of diverse faiths
- social worker
- dietitian
- family room
- literature
- family bereavement support group
- hospice
- volunteers.

Major Competency Area: **P**

Palliative Care

Priority: **One**

Competency: **P-6**

**Respect for the Family's
Rights and Wishes**

Date: September 1, 2005

A Licensed Practical Nurse will:

- P-6-1 Demonstrate ability to understand and respect the family's perspective on death and dying.**
- P-6-2 Demonstrate ability to respect different religious and cultural backgrounds and practices.**
- P-6-3 Demonstrate ability to respect the family's rights and wishes to use or refuse support services.**
- P-6-4 Demonstrate knowledge and ability to respect the family's decisions regarding:**
- their level of participation in the care
 - difficult decisions regarding client care and interventions
 - level of involvement in post mortem care.

Major Competency Area: **P**
Palliative Care

Priority: **One**

Competency: **P-7**
Post Mortem Care and Documentation

Date: September 1, 2005

A Licensed Practical Nurse will:

- P-7-1 Demonstrate knowledge and ability to provide post mortem care and appropriate documentation. (See Competency Band E)**
- P-7-2 Demonstrate respect and dignity for the body.**
- P-7-3 Demonstrate ability to collect, store, and list personal effects and valuables.**
- P-7-4 Demonstrate ability to ensure proper documentation of death and follow-up care.**

Q: Rehabilitation Nursing

Major Competency Area: **Q**
Rehabilitation Nursing

Priority: **One**

Competency: **Q-1**
Apply the Rehabilitation Process

Date: September 1, 2005

A Licensed Practical Nurse will:

- Q-1-1** **Demonstrate knowledge and ability to apply critical thinking and clinical judgment to adapt the nursing process to rehabilitation nursing.**
- Q-1-2** **Demonstrate knowledge of the rehabilitation continuum and the progression of the client through an episodic illness or trauma.**
- Q-1-3** **Demonstrate knowledge of rehabilitation as re-education of one who has been ill or injured.**
- Q-1-4** **Demonstrate knowledge of the purpose of rehabilitation to return clients to optimal functioning.**
- Q-1-5** **Demonstrate knowledge of the multiple roles of the rehabilitation nurse such as:**
- advocate
 - caregiver
 - coordinator
 - counselor
 - educator
 - integrator
 - researcher.
- Q-1-6** **Demonstrate the ability to apply principles of evaluation to the assessment of client and family's progress toward rehabilitation.**

Major Competency Area: **Q**
Rehabilitation Nursing

Priority: **One**

Competency: **Q-2**
**Assessment and Provision of
Rehabilitation Process**

Date: September 1, 2005

A Licensed Practical Nurse will:

- Q-2-1 Demonstrate ability to apply the nursing process to the health assessment of the rehabilitation client.**
- Q-2-2 Demonstrate knowledge and ability to perform full health assessment on the client such as:**
- pain
 - physical status and changes
 - performance of activities of daily living
 - neurological changes
 - current abilities and strengths
 - changes in abilities and strengths
 - elimination alternations
 - emotional state and response to loss
 - nutritional needs
 - cultural and religious influences
 - sexuality alterations
 - ability to follow self medication program
 - need for adaptive and environmental aids
 - effective use of aids
 - response to treatment.
- Q-2-3 Demonstrate ability to provide a variety of interventions to assist client and family to deal with physical, cognitive, and perceptual deficits.**
- Q-2-4 Demonstrate ability to provide for relief of pain through pharmacological and non-pharmacological pain management strategies.**

Competency: **Q-2**

**Assessment and Provision of
Rehabilitation Process**

Page: 2

A Licensed Practical Nurse will:

- Q-2-5 Demonstrate knowledge and ability to provide specific rehabilitation therapies and safely use equipment and devices to promote self care in activities of daily living.**
- Q-2-6 Demonstrate knowledge and ability to modify nursing interventions based on objective and subjective assessment of client to facilitate improved coping with functional deficits.**
- Q-2-7 Demonstrate ability to explore the client's and family's perceptions, and concerns regarding functional deficits.**
- Q-2-8 Demonstrate knowledge and ability to follow the medical treatment / rehabilitation plan and provide nursing care to clients with multiple needs.**
- Q-2-9 Demonstrate knowledge and ability to provide clients ongoing education regarding the care and rehabilitation related to their specific disorders / injury.**

Major Competency Area: **Q**
Rehabilitation Nursing

Priority: **Two**

Competency: **Q-3**
Support and Teaching

Date: September 1, 2005

A Licensed Practical Nurse will:

- Q-3-1** **Demonstrate ability to assess the learning needs of the client and family.**
- Q-3-2** **Demonstrate ability to use effective communication skills and techniques to establish a therapeutic nurse - client relationship.**
- Q-3-3** **Demonstrate ability to develop a plan to address the learning needs of the client and family considering areas such as:**
- knowledge, skills, attitudes
 - acceptance of limitations of the disability
 - clients optimum level of functioning.
- Q-3-4** **Demonstrate ability to identify the coping mechanisms being used by the client and family.**
- Q-3-5** **Demonstrate ability to select the appropriate time and place for client teaching, based on readiness, resources, and response.**
- Q-3-6** **Demonstrate the ability to support the client and family as they cope with illness, loss, recovery, and rehabilitation.**
- Q-3-7** **Demonstrate ability to provide emotional and psychological interventions to client and family throughout the rehabilitation process. (See Competency Band M)**
- Q-3-8** **Demonstrate ability to assess on an ongoing basis the client and family response to treatment and care, and adjust teaching and support as required.**

Major Competency Area: **Q**
Rehabilitation Nursing

Priority: **One**

Competency: **Q-4**
Collaboration

Date: September 1, 2005

A Licensed Practical Nurse will:

- Q-4-1 Demonstrate knowledge of the roles of the interdisciplinary team within the rehabilitation setting to facilitate the client's return to highest level of functioning.**
- Q-4-2 Demonstrate ability to serve as client advocate making client's views known to other health team members.**
- Q-4-3 Demonstrate ability to participate in establishing rehabilitation goals with the client and family and the interdisciplinary team.**
- Q-4-4 Demonstrate ability to contribute to the successful function of the interdisciplinary team by following through on the planned goals and activities.**
- Q-4-5 Demonstrate ability to facilitate discussion of client and family concerns within team conferences.**
- Q-4-6 Demonstrate ability to resolve conflicts among team members through effective use of communication techniques.**
- Q-4-7 Demonstrate ability to participate in the evaluation of the client's and family's progress towards rehabilitation goals.**

Major Competency Area: **Q**
Rehabilitation Nursing

Priority: **Two**

Competency: **Q-5**
Discharge Planning

Date: September 1, 2005

A Licensed Practical Nurse will:

- Q-5-1 Demonstrate ability to identify the effects of loss and disability on the client and family.**
- Q-5-2 Demonstrate ability to assess the transition the client and family must make for the client to return home.**
- Q-5-3 Demonstrate ability to work with the interdisciplinary team to prepare the client and family to adapt to the changes / transitions necessary for the client to return home.**
- Q-5-4 Demonstrate ability to identify social support systems which may assist client and family at home.**
- Q-5-5 Demonstrate ability to participate as a member of the interdisciplinary team to arrange for the discharge of the client.**
- Q-5-6 Demonstrate ability to identify and arrange community support and resources for the client upon discharge such as:**
- home care
 - central placement
 - community rehabilitation
 - community pharmacy
 - Meals on Wheels
 - social services.
- Q-5-7 Demonstrate ability to teach the client and family strategies for dealing with behaviours and attitudes they may encounter in the community.**

R: Community Health

Major Competency Area: **R**
Community Health

Priority: **One**

Competency: **R-1**
Knowledge of Community Health

Date: September 1, 2005

A Licensed Practical Nurse will:

- R-1-1 Demonstrate knowledge and ability to apply critical thinking and clinical judgment to adapt the nursing process to all settings in community nursing.**
- R-1-2 Demonstrate knowledge of nursing roles and activities in community health.**
- R-1-3 Demonstrate knowledge of the concept of health promotion and disease prevention and communicable disease control in community nursing.**
- R-1-4 Demonstrate knowledge of primary health care.**
- R-1-5 Demonstrate knowledge of determinants of health and how they impact the care of individuals, families, and groups.**
- R-1-6 Demonstrate knowledge and ability to implement time management skills in the practice environment.**

Major Competency Area: **R**
Community Health

Priority: **One**

Competency: **R-2**
Nursing Process and Community Health

Date: September 1, 2005

A Licensed Practical Nurse will:

- R-2-1 Demonstrate knowledge and ability to assess, implement, and evaluate appropriate nursing interventions:**
- assess client within the community environment
 - provide nursing interventions and treatments.
- R-2-2 Demonstrate knowledge and ability to perform triage in ambulatory non-urgent care centres:**
- perform rapid primary initial assessments
 - perform secondary assessments that relate to overall health status.
- R-2-3 Demonstrate knowledge and ability to provide full health assessments in the management of chronic disease.**
- R-2-4 Demonstrate knowledge and ability to provide community health nursing considering factors such as:**
- client / family centered care
 - culture, ethnic and religious beliefs
 - environmental factors and supports within practice
 - health promotion, disease prevention, and communicable disease control
 - support, education, and resources available to promote self care.
- R-2-5 Demonstrate knowledge and ability to be a client and family advocate and resource.**

Major Competency Area: **R**
Community Health

Priority: **One**

Competency: **R-3**
Client Services

Date: September 1, 2005

A Licensed Practical Nurse will:

- R-3-1** **Demonstrate knowledge and ability to assess individual needs of client and access services to meet those needs.**
- R-3-2** **Demonstrate knowledge and ability to coordinate and participate in client care and facilitate the implementation of the care plan.**
- R-3-3** **Demonstrate knowledge and ability to assign care to the health care aide and supervise as necessary.**
- R-3-4** **Demonstrate knowledge and ability to organize and participate in client and family case conferences.**
- R-3-5** **Demonstrate knowledge and ability to plan for appropriate follow up or discharge of client in the community setting.**
- R-3-6** **Demonstrate knowledge and ability to adjust to a variety of settings in community health such as:**
- community health clinics
 - client home
 - mobile health vehicle
 - schools
 - community settings i.e., halls, shopping centres, offices.
- R-3-7** **Demonstrate knowledge and ability to assess safety by recognizing, documenting and referring safety concerns such as:**
- ability to access other health professionals, as necessary
 - equipment or furniture maintenance
 - safety issues within various community settings
 - working alone policies.

Competency: **R-3**

Client Services

Page: 2

A Licensed Practical Nurse will:

R-3-8 Demonstrate ability to refer to appropriate health care team members for adjusting or providing home safety devices.

R-3-9 Demonstrate ability to be flexible and innovative to meet the needs and treatment of the client:

- adjust nursing care procedures to the environment
- modify treatments to fit the environment
- recognize effect of the community environment on client and / or family.

Major Competency Area: **R**
Community Health

Priority: **One**

Competency: **R-4**
Primary Health Care

Date: September 1, 2005

A Licensed Practical Nurse will:

- R-4-1 Demonstrate knowledge of the concept of primary health care.**
- R-4-2 Demonstrate knowledge and ability to provide nursing services in primary health care such as:**
- communicable disease control
 - community rehabilitation
 - coordination and referral
 - disease prevention
 - health maintenance
 - health promotion
 - home support
 - illness prevention
 - injury prevention
 - pre-hospital emergency medical services.

Major Competency Area: **R**
Community Health

Priority: **Two**

Competency: **R-5**
Community Health

Date: September 1, 2005

A Licensed Practical Nurse will:

- R-5-1 Demonstrate knowledge and ability to assess client's needs and direct care as necessary.**
- R-5-2 Demonstrate knowledge and ability to prioritize client's immediate needs and collaborate as necessary to ensure needs are met.**
- R-5-3 Demonstrate knowledge and ability to perform client referral:**
- knowledge of role of other health care professionals
 - knowledge of resources available in community
 - ability to access available resources.
- R-5-4 Demonstrate knowledge and ability to participate in case and family conferences.**

Major Competency Area: **R**
Community Health

Priority: **One**

Competency: **R-6**
Preventative Health

Date: September 1, 2005

A Licensed Practical Nurse will:

- R-6-1 Demonstrate knowledge of the concept of preventative health.**
- R-6-2 Demonstrate knowledge and ability to plan and participate in the delivery of primary prevention activities such as:**
- communicable disease control
 - disease prevention
 - health promotion
 - illness prevention
 - injury prevention.
- R-6-3 Demonstrate knowledge and ability to plan and participate in actions of secondary prevention such as:**
- accurate and full health assessments
 - early detection of health concerns
 - prompt communication of changes to health status
 - prompt referral to appropriate health resources
 - early treatment of health issues.
- R-6-4 Demonstrate knowledge and ability to plan and participate in actions of tertiary prevention such as:**
- establish goals to return client to highest level of function
 - prevent further deterioration in health
 - prevent recurrences of the health issues
 - focus on rehabilitation of client.

Major Competency Area: **R**
Community Health

Priority: **Three**

Competency: **R-7**
Health Teaching

Date: September 1, 2005

A Licensed Practical Nurse will:

R-7-1 Demonstrate ability to assist in identifying the need for educational services and inservice for communities:

- communicable disease / vaccination teaching
- diabetic teaching
- health related issues
- holistic health
- nutrition.

R-7-2 Demonstrate ability to provide educational services and in-services for individuals, families, and groups.

R-7-3 Demonstrate ability to research available resources and arrange appropriate speakers, audio visual aids, location, and time.

R-7-4 Demonstrate ability to organize meetings, meeting area, advertising, and recruiting resource person to facilitate educational need.

R-7-5 Demonstrate ability to evaluate the effectiveness of the meeting or education session.

S: Clinic Based Nursing

Major Competency Area: **S**

Clinic Based Nursing

Priority: **One**

Competency: **S-1**

Knowledge of Clinic Based Nursing

Date: September 1, 2005

A Licensed Practical Nurse will:

- S-1-1 Demonstrate ability to apply critical thinking and clinical judgement throughout the nursing process in clinic based nursing.**
- S-1-2 Demonstrate knowledge and ability to provide clinic based nursing services such as:**
- health promotion
 - illness prevention
 - health maintenance
 - home support
 - community rehabilitation
 - pre-hospital community
 - coordination and referral.
- S-1-3 Demonstrate ability to work as a liaison between client and other health care providers.**
- S-1-4 Demonstrate ability to utilize effective time management skills.**
- S-1-5 Demonstrate ability to maintain confidentiality.**

Major Competency Area: **S**
Clinic Based Nursing

Priority: **One**

Competency: **S-2**
**Assessment and Prioritizing
of Client Needs**

Date: September 1, 2005

A Licensed Practical Nurse will:

S-2-1 Demonstrate ability to participate in the triage and screening of clients as per clinic policy.

S-2-2 Demonstrate knowledge and ability to provide full health assessment of the client including, but not limited to: (See Competency Band B)

- admission of client to clinic
- determine reason for visit
- prioritizing care
- collect assessment data
- prepare client for physician examination
- collect and send specimens
- follow clinic protocol and routines
- document and report findings.

S-2-3 Demonstrate knowledge and ability to ascertain if client's basic needs are being met such as:

- clothing
- food
- shelter
- safety
- transportation.

Major Competency Area: **S**

Clinic Based Nursing

Priority: **One**

Competency: **S-3**

Nursing Interventions

Date: September 1, 2005

A Licensed Practical Nurse will:

- S-3-1 Demonstrate knowledge and ability to provide and assist in a variety of office procedures such as:**
- obtain verbal or written physician / nurse practitioner orders
 - application of dressings, splints, slings, tensors
 - application of oxygen
 - assist with minor surgical procedures
 - blood glucose monitoring
 - eye irrigations
 - initiate CPR
 - inhalation therapy
 - injections and immunizations (Immunization Specialty-see Competency Band GG)
 - medication administration
 - monitoring blood and test results
 - participate in the triage and screening of clients
 - pre-lab instructions
 - pre-operative teaching
 - removal of casts
 - specimen collection
 - wart treatments i.e., liquid nitrogen
 - various examinations:
 - visual acuity
 - physical / mental assessments
 - assist with pelvic examinations
 - diagnostic testing as ordered by the physician

A Licensed Practical Nurse will:

S-3-1 Demonstrate knowledge and ability to assist and / or provide a variety of office procedures such as: (continued)

- application of casts (Orthopaedic Specialty-see Competency Band Y)
- allergy / skin testing (on-site supervision by physician)
- dermatology and sclerotherapy treatments (on-site supervision by physician)
- electrocardiogram (ECG)
- initiate intravenous infusion (see Competency Band V)
- perform pap smears (on-site supervision by physician)
- assisting with procedures and tests such as:
 - preparation of slides for microscopic examination
 - sigmoidoscopy
 - vasectomy
 - circumcision
 - biopsy.

Major Competency Area: **S**
Clinic Based Nursing

Priority: **One**

Competency: **S-4**
Coordinate Client Referral

Date: September 1, 2005

A Licensed Practical Nurse will:

S-4-1

Demonstrate ability to perform client referral:

- assess and respond to urgency of referral
- access available resources
- arrange for appropriate transfer if necessary
- process forms for referral to a variety of agencies / services
- arrange for client information to be communicated to referral agency
- communicate referral information to client and family.

Major Competency Area: **S**

Clinic Based Nursing

Priority: **One**

Competency: **S-5**

Support and Teaching

Date: September 1, 2005

A Licensed Practical Nurse will:

S-5-1 Demonstrate knowledge and ability to provide support and teaching to client, family, and public through means such as:

- determining educational needs of clients
- utilizing resources within clinic for public education
- developing presentations and seminars as necessary
- participating in presentation of seminars and information sessions, as appropriate
- evaluating effectiveness of education
- providing support throughout teaching process.

Major Competency Area: **S**

Clinic Based Nursing

Priority: **One**

Restricted Activity Authorization

Competency: **S-6**

**HPA Authorization to
Perform Ear Syringing**

Date: September 1, 2005

A Licensed Practical Nurse will:

S-6-1 Demonstrate understanding of restricted activity in LPN Regulations 2003 (14) authorizing ear syringing:

“Regulated members may provide the restricted activity of inserting in the ear canal a liquid under pressure for the purposes of removing wax from ears if the regulated member has been specifically authorized to perform that restricted activity and the regulated member only performs the restricted activity when a person who is authorized to perform the restricted activity is available to provide assistance.”

Health Professions Act LPN Regulation 2003

Note: LPNs who perform ear syringing have received additional on the job education regarding syringing the ear.

Major Competency Area: **S**

Clinic Based Nursing

Priority: **One**

Restricted Activity Authorization

Competency: **S-7**

Ear Syringing

Date: September 1, 2005

A Licensed Practical Nurse will:

S-7-1 Demonstrate knowledge of the anatomy of the ear.

S-7-2 Demonstrate knowledge of the purpose for the ear syringing.

S-7-3 Demonstrate the ability to perform ear syringing:

- check physicians order or protocol
- prepare supplies explain procedure to the client
- prepare and position client
- position drainage basin appropriately
- cleanse outer aspects of ear as necessary position ear canal to straighten the auditory canal by pulling the pinna:
 - down and back for an infant
 - up and back for an adult
- insert fluid appropriately:
 - direct a steady stream of solution against the roof of the auditory canal
 - use only sufficient force to remove secretions
- do not occlude auditory canal with the irrigating nozzle:
 - allow solution to flow out unimpeded
 - allow ear canal to drain appropriately
 - place cotton ball loosely in auditory meatus
- have client lie on side of affected ear using absorbent pad if necessary
- document irrigation, appearance of drainage and clients response.

T: Occupation Health and Safety

Major Competency Area: **T**
Occupation Health and Safety

Priority: **One**

Competency: **T-1**
**Knowledge of Occupational Health
and Safety Nursing**

Date: September 1, 2005

A Licensed Practical Nurse will:

T-1-1 Demonstrate knowledge and ability to apply critical thinking and clinical judgment throughout the nursing process in occupational health and safety nursing.

T-1-2 Demonstrate knowledge of occupational health and safety nursing:

- concept of wellness
- health promotion
- health assessment
- psychosocial intervention (See Competency Band M)
- advanced emergency medical treatment as per agency policy.

T-1-3 Demonstrate knowledge of Legislation related to occupational health and safety nursing such as:

- Health Professions Act (HPA)
- CLPNA Regulations
- Workplace Hazardous Materials Information System (WHMIS)
- Alberta Occupational Health and Safety Act
- Transportation of Dangerous Goods (TDG).

T-1-4 Demonstrate ability to achieve competence and / or certification in:

- Basic Rescuers, Level C, CPR
- Health and Safety
- Audiometric testing
- Automatic External Defibrillator (AED)
- Breathalyzer application
- Immunization Certificate (See Competency Band GG)
- Intravenous initiation
- Urine drug screening
- Venipuncture (See Competency Band DD)
- other areas as appropriate and necessary.

Major Competency Area: **T**
Occupation Health and Safety

Priority: **One**

Competency: **T-2**
Application of Nursing Process

Date: September 1, 2005

A Licensed Practical Nurse will:

- T-2-1 Demonstrate ability to apply nursing knowledge and nursing process in occupational health and safety environment:**
- ensure that medical directives and nursing protocols are available and current
 - utilize health assessment skills to evaluate ill or injured workers
 - interpret data and establish priorities of care
 - provide nursing interventions to minimize effects of illness, injury, or disability to promote early return to work
 - refer ill or injured workers to appropriate community resources
 - provide one-to-one education
 - ensure continuity of care
 - provide follow-up and evaluation of treatment
 - identify causes of and / or trends in occupational injury / illness and make recommendations for control.

- T-2-2 Demonstrate ability to perform specific health screening and assessment tests:**
- assess visual acuity
 - perform audiometric testing
 - perform pre-employment and placement assessment
 - perform reasonable cause and post accident assessment
 - perform spirometry and pulmonary function testing
 - identify potential ergonomic problems
 - provide immunizations as necessary (See Competency Band GG)
 - provide surveillance for designated substances.

- T-2-3 Demonstrate ability to perform client referral:**
- access available resources
 - arrange for appropriate transfer
 - process forms for referral to a variety of disciplines and agencies
 - arrange for client information to be communicated to referral agency
 - maintain medical confidentiality appropriately throughout referral process.

Major Competency Area: **T**
Occupation Health and Safety

Priority: **One**

Competency: **T-3**
Health and Safety Promotion

Date: September 1, 2005

A Licensed Practical Nurse will:

T-3-1 Demonstrate knowledge and ability to promote optimal wellness, prevent illness, and manage absenteeism:

- monitor health service usage and identify potential problems in workplace
- participate in developing and implementing company wellness policies and standards
- participate in prevention and control of WCB costs
- refer client to Employee Assistance Program (EAP), Substance Abuse and Addiction Agencies and other resources for healthy lifestyle changes
- participate in providing fitness and health education programs
- actively promote exercise and treatment as ordered by rehabilitation
- promote return to work programs considering conditions of employment.

T-3-2 Demonstrate knowledge and ability to provide education to client:

- assist in identifying educational needs of clients
- provide resources for education
- participate in presentation of seminars and information sessions
- attend in-service and continuing education to maintain own knowledge and skill.

Major Competency Area: **T**
Occupation Health and Safety

Priority: **One**

Competency: **T-4**
Collaborate With Health Professionals

Date: September 1, 2005

A Licensed Practical Nurse will:

T-4-1 Demonstrate ability to establish working relationship with other health professionals:

- effective communications skills
- ability to maintain confidentiality
- contribution to health team.

T-4-2 Demonstrate ability to promote successful early return to work and modified work programs through collaboration with health professionals, management, and employees.

T-4-3 Demonstrate ability to refer client for appropriate treatment, therapy, and rehabilitation.

Major Competency Area: **T**
Occupation Health and Safety

Priority: **One**

Competency: **T-5**
Respond to Emergency Situations

Date: September 1, 2005

A Licensed Practical Nurse will:

T-5-1 Demonstrate ability to implement and maintain established emergency protocols for:

- fire
- chemical leaks
- explosions
- dangerous goods
- evacuation.

T-5-2 Demonstrate ability to respond to emergency calls:

- establish and maintain first aid measures according to industrial standards
- maintain emergency equipment for response to work related accidents.

T-5-3 Demonstrate ability to provide emergency medical treatment in the event of injury:

- provide emergency scene management:
 - assess hazards and ensure safety at scene
 - contact appropriate people to move hazards
- provide emergency care for injured:
 - assess and prioritize the physical and mental status of client
 - establish and maintain first aid measures
 - refer client for appropriate medical treatment
 - arrange transport of client for emergency treatment
- document and report event.

Major Competency Area: **T**
Occupation Health and Safety

Priority: **One**

Competency: **T-6**
Provision of Support for Program

Date: September 1, 2005

A Licensed Practical Nurse will:

- T-6-1 Demonstrate ability to manage the Occupational Health and Safety office:**
- provide administrative support:
 - attendance reports
 - responding to calls
 - computer records
 - documentation
 - maintain statistics regarding accidents, near-miss accidents, WCB claims, and progress reports
 - complete “Worker Compensation Board” forms and protocols
 - follow proper channels of communication
 - adhere to policy and procedure
 - effective time management
 - contribute to evaluation of program.

U: Medication Administration

Major Competency Area: U
Medication Administration

Priority: **One**

Competency: **U-1**
**Pharmacology and Principles of
Administration of Medications**

Date: September 1, 2005

A Licensed Practical Nurse will:

- U-1-1 Demonstrate knowledge and ability to apply critical thinking and clinical judgment throughout the pharmacology / medication administration process.**
- U-1-2 Demonstrate ability to apply knowledge of pharmacology throughout the process of administration of medication:**
- describe the physiological mechanisms of medication action including:
 - absorption
 - distribution
 - metabolism
 - excretion
 - identify the factors which affect medication action in adults, elderly, and children
 - identify toxic, idiosyncratic, allergic, interactive, and side effects of medications.
- U-1-3 Demonstrate knowledge of the principles of medication administration as related to assessment, evaluation, and documentation.**
- U-1-4 Demonstrate ability to adhere to agency policy and procedure in the safe administration of medications.**

Major Competency Area: U
Medication Administration

Priority: **One**

Competency: U-2
Assess Client Need for Medication

Date: September 1, 2005

A Licensed Practical Nurse will:

- U-2-1 Demonstrate ability to assess the client's need for and potential response to medication by researching the client's record and observing client's behavior.**
- U-2-2 Demonstrate ability to review the pertinent information regarding client prior to preparing the medication such as:**
- diagnosis, history, co-morbidities, and contraindications
 - history of allergies
 - medication history
 - age, weight, and dietary history
 - current clinical condition and cognitive status
 - level of knowledge regarding medication
 - client's learning needs.
- U-2-3 Demonstrate knowledge and ability to assess the appropriateness of the route of medication administration for the client such as:**
- ability to swallow
 - level of consciousness
 - age
 - body build
 - muscle size
 - skin condition
 - weight.
- U-2-4 Demonstrate ability to identify risk factors and contraindications to the medication and report appropriately.**
- U-2-5 Demonstrate ability to document assessment and nursing actions related to risk factors.**

Major Competency Area: U
Medication Administration

Priority: **One**

Competency: **U-3**
Processing Medication Orders

Date: September 1, 2005

A Licensed Practical Nurse will:

U-3-1 Demonstrate knowledge and ability to identify the components of a medication order:

- name of drug
- dosage
- frequency
- route
- duration
- date and time
- signature of physician / nurse practitioner.

U-3-2 Demonstrate knowledge and ability to accept, process, and initiate medication orders such as:

- written, verbal, phone or electronic order
- time limited order
- standing order
- stat order
- PRN order.

U-3-3 Demonstrate knowledge and ability to verify that medication order:

- is complete and accurate
- transcribe medication order
- is appropriate to the patient and condition
- follow-up with the physician as necessary
- consult with other health professionals
- adhere to agency policy.

Major Competency Area: U
Medication Administration

Priority: **One**

Competency: U-4
Access Resources and Information

Date: September 1, 2005

A Licensed Practical Nurse will:

U-4-1 Demonstrate knowledge and ability to access appropriate resources for information on medication such as:

- Compendium of Pharmaceuticals and Specialists (CPS)
- Nursing Drug Handbook
- Nursing Drug Reference
- Formulary
- Computerized Medication System
- Pharmaceutical Information Network
- Pharmacy Department.

U-4-2 Demonstrate knowledge and ability to identify the types of information to be researched about a medication prior to administration:

- appropriateness of medication for client
- action of medication
- safe dosage range
- routes
- side effects and adverse effects of the medication
- special precautions or examinations required pre and post administration
- identification of allergies
- nursing implications.

Major Competency Area: U
Medication Administration

Priority: **One**

Competency: **U-5**
Calculating Medication Dosages

Date: September 1, 2005

A Licensed Practical Nurse will:

- U-5-1 Demonstrate ability to apply basic arithmetic to calculate medication dosages and solutions with 100% accuracy.**
- U-5-2 Demonstrate knowledge and ability to identify the common systems of measurement:**
- the volume and weight of the metric system
 - the liquid and solid measures of the household systems.
- U-5-3 Demonstrate knowledge and ability to safely calculate dosages, concentrations, rates, and volumes:**
- utilize available medication in desired dosage if available
 - calculate the dosage quantity to be administered:
 - simplify by reducing to the lowest terms if possible
 - utilize equivalency tables and resources to covert weights and volumes
 - utilize acceptable formulae for calculating
 - seek guidance from another health professional as necessary.

Major Competency Area: **U**
Medication Administration

Priority: **One**

Competency: **U-6**
Preparation of Medication

Date: September 1, 2005

A Licensed Practical Nurse will:

U-6-1 Demonstrate knowledge and ability to prepare medication for administration:

- mix powdered oral medications
- mix powder in a vial with diluent for injectable medications
- mix medication in infusion bag or syringe
- mix medication in buretrol / minibag infusion system
- mix medications in a syringe.

U-6-2 Demonstrate knowledge and ability to prepare medications for injection:

- draw medication out of an ampoule
- draw medication out of a vial
- change needle to appropriate size for administration
- label multi-dose vials for next use
- handle and dispose of sharps appropriately.

Major Competency Area: **U**
Medication Administration

Priority: **One**

Competency: **U-7**
Administration of Medication

Date: September 1, 2005

A Licensed Practical Nurse will:

U-7-1 Demonstrate ability to apply the “rights” for administering medication:

- right medication
- right dose
- right route
- right time
- right client
- right documentation
- right to refuse.

U-7-2 Demonstrate ability to review pertinent information related to medication including:

- action
- duration
- frequency
- purpose
- side effects
- nursing implications.

A Licensed Practical Nurse will:

U-7-3 Demonstrate knowledge and ability to administer medications according to agency policy and procedures:

- enteral:
 - oral
 - tube feed, nasogastric delivery
- parenteral:
 - subcutaneous
 - intramuscular
 - intradermal
 - intravenous (with exception of direct IV push medications)
- percutaneous:
 - skin application (topical)
 - mucous membranes
 - sublingual, buccal, optic, otic, nasal, inhaled, vaginal, rectal.

U-7-4 Demonstrate knowledge and ability to provide proper documentation:

- document administration of medication immediately after administering
- use specific forms supplied for medication documentation per agency
- computerized documentation.

Major Competency Area: U
Medication Administration

Priority: **One**
Restricted Activity Authorization

Competency: **U-8**
Prepare and Administer Injections

Date: September 1, 2005

A Licensed Practical Nurse will:

U-8-1 Demonstrate understanding of restricted activities in LPN Regulation 2003 (13) authorizing administration of medications via injection:

“(1) Regulated members are authorized, in accordance with this section, to perform the restricted activity of administering anything by an invasive procedure on body tissue below the dermis for the purposes of administering *subcutaneous injections*.

(2) Only regulated members who received their diploma or certificate after June 1, 2001 from a program approved by the Council or who have successfully completed a post basic education program in administration of intramuscular injections approved by the Council may perform the restricted activity referred to in subsection (1) for the purposes of administration of *intramuscular injections*.

(3) Only regulated members who have completed advanced training approved by the Council are authorized to perform the restricted activity referred to in subsection (1) for the purposes of performing *intradermal injections* .”

Health Professions Act LPN Regulation 2003

U-8-2 Demonstrate ability to properly prepare medication for injection.

U-8-3 Demonstrate ability to repeat the check of the medication name, dose, time and route of administration, and expiration date.

U-8-4 Demonstrate ability to double check selected medications with another nurse prior to administration according to agency policy and protocol.

U-8-5 Demonstrate ability to identify client by checking identification number and name.

U-8-6 Demonstrate ability to explain steps of the procedure and the pertinent information regarding the medication to the client.

A Licensed Practical Nurse will:

- U-8-7 Demonstrate ability to prepare the environment for administering the injection:**
- ensure privacy
 - position client
 - follow aseptic technique
 - secure client appropriately.
- U-8-8 Demonstrate ability to select and landmark site for injection.**
- U-8-9 Demonstrate ability to use proper technique to administer injection:**
- subcutaneous
 - intradermal
 - intramuscular
 - intravenous.
- U-8-10 Demonstrate ability to dispose of sharps, used equipment, and supplies.**
- U-8-11 Demonstrate ability to record the medication administration and client's response.**
- U-8-12 Demonstrate ability to document and report effects from medication appropriately.**

Major Competency Area: U
Medication Administration

Priority: **One**
Restricted Activity Authorization

Competency: **U-9**
Nitrous Oxide

Date: September 1, 2005

A Licensed Practical Nurse will:

U-9-1 Demonstrate understanding of the restricted activity in the LPN Regulation 2003 (18) authorizing administration of nitrous oxide:

“All regulated members may provide the restricted activity of administering nitrous oxide for the purpose of anesthesia or sedation if a person who is authorized to provide that restricted activity is on site and immediately available to assist.”

Health Professions Act LPN Regulation 2003

U-9-2 Demonstrate knowledge of the risks and precautions in the administration of nitrous oxide.

U-9-3 Demonstrate knowledge of adverse reactions and interventions necessary when administering nitrous oxide.

Note: LPNs administering nitrous oxide have received additional on the job education specifically about nitrous oxide.

Major Competency Area: **U**
Medication Administration

Priority: **One**

Competency: **U-10**
Support and Teaching

Date: September 1, 2005

A Licensed Practical Nurse will:

U-10-1 Demonstrate knowledge and ability to teach and support the client / family regarding medications:

- assess client's understanding about the medication
- provide information regarding:
 - medication name
 - usual action / purpose
 - compliance
 - possible interactions
 - potential side effects
 - adverse effects
 - special precautions
- provide information to enhance the effectiveness of the medication.

Major Competency Area: U
Medication Administration

Priority: **One**

Competency: U-11
Monitoring Drug Effectiveness

Date: September 1, 2005

A Licensed Practical Nurse will:

- U-11-1 Demonstrate knowledge of the therapeutic outcomes of the medication for the client.**
- U-11-2 Demonstrate knowledge and ability to monitor the client while medication is being administered and intervene appropriately as necessary.**
- U-11-3 Demonstrate knowledge and ability to evaluate the outcome of the medication on the client and seek appropriate intervention as necessary.**
- U-11-4 Demonstrate ability to recognize, intervene, manage and report adverse and non-adverse (expected) drug reactions and document as appropriate.**
- U-11-5 Demonstrate knowledge and ability to recognize and manage anaphylaxis:**
- identifying symptoms of anaphylaxis:
 - severe bronchospasm
 - shortness of breath
 - angioedema
 - hypotension
 - urticaria
 - administer anaphylactic medications as appropriate
 - seek assistance from other health care professionals.

Major Competency Area: **U**
Medication Administration

Priority: **One**

Competency: **U-12**
Storage and Disposal Procedures

Date: September 1, 2005

A Licensed Practical Nurse will:

U-12-1 Demonstrate knowledge and ability to properly store and dispose of medications and medication administration supplies:

- store and dispose of sharps in appropriate manner
- check shelf life of medications
- store narcotics and controlled substances per agency policy
- maintain appropriate storage requirements for medications:
 - light sensitive
 - refrigerated
- follow medication disposal protocol per agency policy.

Major Competency Area: U
Medication Administration

Priority: **One**

Competency: **U-13**
Drug Counts on Controlled Medications

Date: September 1, 2005

A Licensed Practical Nurse will:

- U-13-1 Demonstrate knowledge and ability to conduct drug counts on controlled medications (i.e., narcotics) as per agency policy:**
- record on inventory sheets for controlled medications / narcotic drug counts
 - participate in shift count and record the controlled medication inventory
 - record on inventory sheets upon addition or removal of medication from appropriate secured area
 - use of automated inventory systems
 - co-sign waste of controlled medication / narcotics.

Major Competency Area: U
Medication Administration

Priority: **One**
Restricted Activity Authorization

Competency: **U-14**
Diagnostic Imaging Contrast Agents

Date: September 1, 2005

A Licensed Practical Nurse will:

U-14-1 Demonstrate understanding of the restricted activity in the LPN Regulation 2003 (17) authorizing administration of diagnostic imaging contrast agents:
“All regulated members may provide the restricted activity of administering diagnostic imaging contrast agents with written or verbal direction from an authorized practitioner who is on site and available to assist.”
Health Professions Act LPN Regulation 2003

U-14-2 Demonstrate knowledge of the different types of diagnostic imaging contrast agents.

U-14-3 Demonstrate knowledge of adverse reactions and interventions necessary when administering diagnostic imaging contrast agents.

Note: LPNs administering diagnostic imaging contrast agents have received additional on the job education specifically about the contrast agents used in the practice area.

Major Competency Area: **U**
Medication Administration

Priority: **One**

Competency: **U-15**
**Professional Accountability in
Medication Administration**

Date: September 1, 2005

A Licensed Practical Nurse will:

- U-15-1 Demonstrate ability to accept full responsibility and accountability for own actions in the preparation and administration of medications.**
- U-15-2 Demonstrate knowledge and ability to adhere to the standard of the “rights” of medication administration:**
- right medication
 - right dose
 - right route
 - right time
 - right client
 - right documentation
 - right to refuse.
- U-15-3 Demonstrate knowledge and ability to identify and acknowledge a medication error immediately upon discovery and report appropriately to allow for timely intervention.**
- U-15-4 Demonstrate ability to document and complete incident report as appropriate.**

V: Infusion Therapy

Major Competency Area: **V**

Infusion Therapy

Priority: **One**

Competency: **V-1**

Knowledge of Intravenous Therapy

Date: September 1, 2005

A Licensed Practical Nurse will:

- V-1-1 Demonstrate knowledge and ability to apply critical thinking and clinical judgment throughout the intravenous therapy process.**
- V-1-2 Demonstrate knowledge of human anatomy and physiology, specifically the circulatory system, fluids, and electrolytes.**
- V-1-3 Demonstrate knowledge of principles of infusion therapy:**
- fluid and electrolyte maintenance, restoration and replacement
 - medications and nutritional feedings
 - blood and blood products
 - chemotherapy
 - heparin and saline lock.
- V-1-4 Demonstrate knowledge of related terminology such as:**
- infiltration
 - infusion
 - interstitial
 - intravenous
 - hypodermoclysis (HDC)
 - phlebotomy
 - to be absorbed (TBA)
 - to keep vein open (TKVO)
 - total parenteral nutrition (TPN).
- V-1-5 Demonstrate ability to differentiate between peripheral lines, central lines, implanted ports, and epidurals.**

Major Competency Area: **V**
Infusion Therapy

Priority: **One**
Restricted Activity Authorization

Competency: **V-2**
Peripheral Intravenous Therapy

Date: September 1, 2005

A Licensed Practical Nurse will:

V-2-1 Demonstrate understanding of the restricted activity in the LPN Regulation 2003 (13) authorizing intravenous therapy:

“(1) Regulated members are authorized, in accordance with this section, to perform the restricted activity of administering anything by invasive procedure on body tissue below the dermis for the purposes of:

(2) ...insertion of an apparatus for supplying medications or fluids.”

Health Professions Act LPN Regulation 2003

V-2-2 Demonstrate knowledge and ability to monitor, maintain, regulate, and evaluate peripheral infusion therapy.

V-2-3 Demonstrate knowledge and ability to identify common intravenous solutions according to type of solution, additional contents, and indications for use.

V-2-4 Demonstrate knowledge and ability to set-up and prime infusion line.

V-2-5 Demonstrate knowledge and ability to use a variety of infusion therapy equipment such as:

- programmable infusion equipment
- patient controlled analgesia pumps (PCA pumps).

V-2-6 Demonstrate ability to calculate infusion rates.

A Licensed Practical Nurse will:

- V-2-7 Demonstrate knowledge and ability to recognize, and respond to, complications of intravenous therapy as related to etiology, clinical manifestations, and preventative nursing measures:**
- abnormal lab values
 - air emboli
 - allergic reactions
 - correct fluid / medication
 - correct expiry date
 - dehydration
 - fluid overload
 - infection
 - infiltration problem
 - phlebitis / thrombophlebitis
 - safety of client.
- V-2-8 Demonstrate knowledge and ability to resolve common problems associated with peripheral intravenous therapy.**
- V-2-9 Demonstrate knowledge and ability to initiate, flush, monitor and discontinue heparin and saline locks in established peripheral infusion sites.**
- V-2-10 Demonstrate knowledge and ability to prepare and administer medications for infusion as per medication order. (see Competency Band U)**
Note: LPNs are not authorized to provide direct peripheral IV push medications.
- V-2-11 Demonstrate knowledge and ability to provide retrograde push medications via peripheral intravenous infusions in specific settings as per agency policy.**
- V-2-12 Demonstrate knowledge and ability to monitor and regulate Total Parenteral Nutrition (TPN).**
- Note:** LPNs are not authorized to provide the restricted activity of administering (initiation of) TPN.

Major Competency Area: **V**

Infusion Therapy

Priority: **One**

Restricted Activity Authorization

Competency: **V-3**

**Initiate and Discontinue
Peripheral Infusion**

Date: September 1, 2005

A Licensed Practical Nurse will:

V-3-1 Demonstrate knowledge of peripheral venous system.

V-3-2 Demonstrate knowledge and ability to identify common IV puncture sites.

V-3-3 Demonstrate knowledge and ability to initiate peripheral infusion line upon physician / nurse practitioner order and agency policy.

V-3-4 Demonstrate ability to discontinue peripheral infusion and remove infusion catheter.

Major Competency Area: **V**

Infusion Therapy

Priority: **One**

Restricted Activity Authorization

Competency: **V-4**

Care of a Central Line

Date: September 1, 2005

A Licensed Practical Nurse will:

- V-4-1 Demonstrate ability to apply critical thinking and clinical judgment throughout the nursing process when caring for client with a central line.**
- V-4-2 Demonstrate knowledge of different types of central lines and the terminology used by the agency such as:**
- central venous catheter (CVC):
 - implanted
 - non-valved or open ended
 - midline catheter (not a CVC)
 - percutaneous
 - peripherally inserted central catheter (PICC)
 - tunneled
 - valved or closed ended.
- V-4-3 Demonstrate knowledge of risks associated with central lines such as:**
- abnormal heart rhythm
 - air in bloodstream
 - bleeding around site and into chest
 - blockage (blood clots)
 - brachial plexus injury
 - incorrect placement
 - sepsis.
- V-4-4 Demonstrate knowledge and ability to provide basic care to a client with a central line as per agency policy:**
- dressing change.
- V-4-5 Demonstrate ability to monitor the central line infusion.**

Major Competency Area: **V**

Infusion Therapy

Priority: **One**

Restricted Activity Authorization

Competency: **V-5**

**Care of a Central Line
in Specific Settings**

Date: September 1, 2005

A Licensed Practical Nurse will:

V-5-1 Demonstrate knowledge and ability to provide additional care to a client with a central line as per agency policy:

- cap / tubing change
- flush
- heparin/saline locks
- withdraw blood
- administration of fluids and medications as appropriate.

V-5-2 Demonstrate knowledge and ability to maintain central venous pressure while providing care of the central line.

Note: LPNs providing additional care of central lines have been trained through specific on the job certification and are practicing in the Community or the Dialysis Specialty.

Major Competency Area: **V**

Infusion Therapy

Priority: **One**

Restricted Activity Authorization

Competency: **V-6**

Hypodermoclysis

Date: September 1, 2005

A Licensed Practical Nurse will:

- V-6-1 Demonstrate knowledge of human anatomy and physiology, specifically the circulatory system.**
- V-6-2 Demonstrate knowledge and ability to recognize the purpose of hypodermoclysis:**
- replacement of electrolytes
 - correct fluid imbalance
 - symptom control
 - administer several drugs simultaneously utilizing several sites
 - when other routes are no longer available or appropriate
 - continuous medication administration
 - pain management.
- V-6-3 Demonstrate knowledge of appropriate site:**
- upper chest wall
 - abdominal wall
 - anterolateral thigh.
- V-6-4 Demonstrate ability to initiate hypodermoclysis infusion.**
- V-6-5 Demonstrate ability to provide medications and fluids via hypodermoclysis (See Competency Band U).**
- V-6-6 Demonstrate knowledge and ability to monitor, maintain, regulate, and evaluate hypodermoclysis infusion.**

Competency: **V-6**

Hypodermoclysis

Page: 2

Restricted Activity Authorization

A Licensed Practical Nurse will:

- V-6-7 Demonstrate knowledge and ability to identify and describe complications of hypodermoclysis related to etiology and clinical manifestation:**
- allergy
 - infection
 - lack of absorption.
- V-6-8 Demonstrate knowledge and ability to discontinue hypodermoclysis.**
- V-6-9 Demonstrate ability to document hypodermoclysis therapy.**
- V-6-10 Demonstrate knowledge of agency policies pertaining to hypodermoclysis therapy.**

Major Competency Area: **V**

Infusion Therapy

Priority: **One**

Competency: **V-7**

Blood Transfusion

Date: September 1, 2005

A Licensed Practical Nurse will:

- V-7-1 Demonstrate knowledge of circulatory system and components of blood and blood products.**
- V-7-2 Demonstrate knowledge and ability to use standard precautions.**
- V-7-3 Demonstrate knowledge of normal lab values pertaining to blood transfusion.**
- V-7-4 Demonstrate knowledge of common transfusions according to composition and indications for use:**
- cryoprecipitate
 - fresh frozen plasma
 - packed red blood cells
 - packed white blood cells
 - platelets
 - plasma expanders
 - whole blood.
- V-7-5 Demonstrate knowledge of blood typing and cross-matching of blood.**
- V-7-6 Demonstrate knowledge and awareness of the ethical and religious beliefs regarding blood transfusions.**
- V-7-7 Demonstrate knowledge and understanding of client's legal right to refuse blood or blood products.**
- V-7-8 Demonstrate knowledge and ability to set up for blood administration.**
- V-7-9 Demonstrate knowledge and ability to obtain blood or blood products from blood bank as per agency policy.**

A Licensed Practical Nurse will:

V-7-10 Demonstrate knowledge and ability to participate with an appropriate health professional to check patient identification with label on blood or blood product.

V-7-11 Demonstrate knowledge and ability to monitor and regulate administration of blood or blood products.

Note: LPNs are not authorized to provide the restricted activity of administering (initiation of) blood or blood products.

V-7-12 Demonstrate knowledge and ability to recognize a reaction to blood or blood products and change blood infusion to normal saline:

- fever
- chills
- rash
- flank pain or back pain
- bloody urine
- fainting or dizziness.

V-7-13 Demonstrate knowledge and ability to discontinue blood transfusion.

V-7-14 Demonstrate knowledge and ability to monitor and evaluate therapeutic and non-therapeutic responses to blood transfusion.

V-7-15 Demonstrate ability to effectively document information regarding transfusion therapy.

V-7-16 Demonstrate knowledge of agency policies pertaining to blood transfusions.

W: Professionalism

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-1**
**Health Professions Act
and LPN Regulation**

Date: September 1, 2005

A Licensed Practical Nurse will:

W-1-1 Demonstrate knowledge and understanding of the Health Professions Act (HPA) 2000.

W-1-2 Demonstrate knowledge and understanding of the role of the College of Licensed Practical Nurses of Alberta (CLPNA) under the HPA, 2000, Part 1, 3 (1):

- “must carry out its activities and govern its regulated members in a manner that protects and serves the public interest,
- must provide direction to and regulate the practice of the regulated profession by its regulated members,
- must establish, maintain and enforce standards for registration and continuing competence and standards of practice of the regulated profession,
- must establish, maintain and enforce a code of ethics,
- carry on the activities of the college and perform other duties and functions by the exercise of the power conferred by the Act, and
- may approve programs of study and education courses for the purposes of registration requirements.”

W-1-3 Demonstrate knowledge and understanding of key components of the HPA-LPN Regulation 2003:

- registration
- protected titles
- restricted activities
- continuing competence
- disciplinary process / alternative complaint resolution.

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-2**
**Licensed Practical Nurse
Scope of Practice**

Date: September 1, 2005

A Licensed Practical Nurse will:

- W-2-1 Demonstrate knowledge of the scope of practice as outlined in the LPN Regulation 2003 and the Competency Profile for LPNs.**
- W-2-2 Demonstrate understanding and practice within the Health Professions Act 2000 LPN Practice Statement:**
“In their practice, licensed practical nurses do one or more of the following:
(a) apply nursing knowledge, skill and judgment to assess patients’ needs,
(b) provide nursing care for patients and families, and
(c) provide restricted activities authorized by the regulations.”
Schedule 10 (3) Health Professions Act, 2000
- W-2-3 Demonstrate knowledge of the restricted activity authorizations in the Health Profession Act, LPN Regulation 2003.**

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-3**
Professional Standards of Practice

Date: September 1, 2005

A Licensed Practical Nurse will:

W-3-1 Demonstrate knowledge, understanding and application of CLPNA Standards of Practice:

- Standards for Application of the Nursing Process:
 - Assessment
 - Participates in Nursing Diagnosis
 - Expected Outcomes
 - Planning
 - Implementation
 - Evaluation

- Standards of Professional Performance:
 - Quality of Practice
 - Evaluation of Practice
 - Restricted Activities
 - Supervision
 - Leadership
 - Education
 - Collegiality
 - Ethics
 - Collaboration
 - Research
 - Resource Utilization.

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-4**
Professional Ethics

Date: September 1, 2005

A Licensed Practical Nurse will:

- W-4-1 Demonstrate knowledge and application of the Code of Ethics of CLPNA.**
- W-4-2 Demonstrate ability to identify own personal values and beliefs.**
- W-4-3 Demonstrate ability to identify the impact that health care, technology, and society have in relation to ethical dilemmas.**
- W-4-4 Demonstrate knowledge and ability to identify the impact of a variety of areas on nursing practice:**
- client choice
 - client well being
 - cultural beliefs
 - honesty and fairness
 - maintaining commitments
 - privacy and confidentiality
 - religious beliefs
 - respect for life
 - social determinants of health.
- W-4-5 Demonstrate knowledge and ability to act as an advocate for and empower clients and families by ensuring:**
- confidentiality
 - sensitivity
 - commitment
 - critical thinking
 - clinical judgment
 - accountability.
- W-4-6 Demonstrate ability to seek assistance as appropriate, when ethical conflicts cannot be resolved.**
- W-4-7 Demonstrate ability to maintain therapeutic client-nurse relationships.**

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-5**
Professional Accountability

Date: September 1, 2005

A Licensed Practical Nurse will:

- W-5-1 Demonstrate legal accountability for one's own nursing practice.**
- W-5-2 Demonstrate knowledge of whom LPNs are accountable to in their nursing practice:**
- clients, to provide safe, competent, ethical care
 - employer, to work within job descriptions, policies and procedures
 - regulatory college (CLPNA) to maintain Standards of Practice and Code of Ethics.
- W-5-3 Demonstrate knowledge and responsibility to ensure that nursing knowledge is current:**
- skills
 - abilities
 - attitudes
 - behaviors
 - clinical judgment.
- W-5-4 Demonstrate ability to identify when assistance is required or when an assignment is beyond competence level or outside scope of practice.**
- W-5-5 Demonstrate knowledge and understanding of HPA Restriction clause in LPN Regulation 2003 (20):**
- “Despite any of the authorizations to provide restricted activities, regulated members must restrict themselves in performing restricted activities to those activities that the member is competent to perform and to those that are appropriate to the member's area of practice and the procedures being performed.”

Health Professions Act LPN Regulation 2003

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-6**
Confidentiality

Date: September 1, 2005

A Licensed Practical Nurse will:

- W-6-1 Demonstrate knowledge of the concepts of client confidentiality in relation to nursing.**
- W-6-2 Demonstrate knowledge that client information obtained as part of the nursing relationship is privileged and confidential.**
- W-6-3 Demonstrate knowledge of the appropriate process of sharing client information with other health professionals / health care team.**
- W-6-4 Demonstrate knowledge and ability to share client records outside the health care team with the client's consent.**
- W-6-5 Demonstrate ability to maintain confidentiality while transferring client information between the health care team / health care agencies.**
- W-6-6 Demonstrate knowledge and ability to maintain client confidentiality while accessing client records on file or via computerized health information technology.**
- W-6-7 Demonstrate knowledge and ability to notify the appropriate personnel when client records are being accessed inappropriately.**
- W-6-8 Demonstrate knowledge of Legislation affecting confidentiality of client records and information.**

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-7**
Professional Boundaries

Date: September 1, 2005

A Licensed Practical Nurse will:

W-7-1 Demonstrate knowledge and ability to establish nurse / client therapeutic relationship based on the needs of the client.

W-7-2 Demonstrate knowledge and ability to recognize acceptable nurse / client behaviors such as:

- self-disclosure of nurse – when information may benefit client
- accepting gifts from clients – according to agency policy
- giving gifts to clients – according to agency policy
- nursing family or friends – following approved agency care plan, being cautious of confidentiality issues, and maintaining professional boundaries.

W-7-3 Demonstrate knowledge and ability to recognize and report unacceptable behaviors such as:

- abuse of clients:
 - emotional / verbal abuse
 - physical abuse / bodily harm
 - sexual abuse
 - neglect
 - financial abuse
- insensitivity to religious and cultural beliefs and values
- administering or prescribing medications for an inappropriate purpose.

W-7-4 Demonstrate ability to intervene as appropriate to prevent potential or actual abusive situations or unprofessional activities.

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-8**
Fitness to Practice

Date: September 1, 2005

A Licensed Practical Nurse will:

- W-8-1 Demonstrate knowledge of the physical / mental capacity necessary for an LPN to provide nursing care that is:**
- safe
 - competent
 - effective
 - of high quality.
- W-8-2 Demonstrate ability to manage one's own life to maintain and improve personal wellness by:**
- accepting responsibility and accountability for own actions
 - preventing and dealing with stress as necessary
 - accessing self-care and support networks as necessary
 - maintaining positive self-esteem and attitude
 - striving to live a balanced and healthy life.
- W-8-3 Demonstrate knowledge and ability to recognize factors that may inhibit fitness to practice such as:**
- personal limitations:
 - physical health
 - mental health
 - family and environmental issues
 - substance abuse problems.
- W-8-4 Demonstrate ability to recognize when fitness to practice is compromised and take action.**

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-9**
**Continuing Competence and
Professional Development**

Date: September 1, 2005

A Licensed Practical Nurse will:

- W-9-1 Demonstrate ability to accept responsibility for maintaining competence through life-long learning.**
- W-9-2 Demonstrate ability to commit to life-long learning by annual participation in the CLPNA Continuing Competency Program using established tools:**
- self assessment
 - peer review and feedback
 - prioritize learning
 - submit learning plan
 - record and track learning
 - participate in Audit.
- W-9-3 Demonstrate ability to actively seek opportunities to enhance knowledge and skills and achieve goals identified on learning plan.**
- W-9-4 Demonstrate knowledge and ability to participate in continuous quality improvement and evidence based changes to nursing practice within the employment setting.**
- W-9-5 Demonstrate ability to actively participate in formal employer performance appraisals in which the LPN is evaluated according to identified standards.**
- W-9-6 Demonstrate willingness and ability to participate in committees and activities at a provincial, regional and local level to enhance quality health care.**

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-10**
Policy and Procedures

Date: September 1, 2005

A Licensed Practical Nurse will:

- W-10-1 Demonstrate knowledge and application of policies, procedures, and job description of the employing agency.**
- W-10-2 Demonstrate ability to influence and collaborate with leadership to ensure that policy and procedures are applicable to practice.**
- W-10-3 Demonstrate willingness and ability to participate in policy development and policy review through committee involvement or individual feedback as appropriate.**

Major Competency Area: **W**
Professionalism

Priority: **One**

Competency: **W-11**
Nursing and Clinical Research

Date: September 1, 2005

A Licensed Practical Nurse will:

- W-11-1 Demonstrate knowledge of the elements and impact of nursing research and evidence-based practice:**
- improved quality of practice
 - changes to practice based on new data
 - recognize when research is questionable.
- W-11-2 Demonstrate knowledge of research methods and ability to access research:**
- understand basic guidelines to researching.
- W-11-3 Demonstrate knowledge of common barriers to research:**
- access
 - time
 - relevance
 - trustworthiness
 - ethical issues
 - working culture
 - political environment.
- W-11-4 Demonstrate knowledge and ability to involve clients, families and other health professionals as part of a formalized research project.**
- W-11-5 Demonstrate ability to integrate research findings in consultation with other members of the interdisciplinary health care team.**
- W-11-6 Demonstrate ability to collaborate with researchers to plan, conduct and evaluate nursing research.**

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.

Major Competency Area: **X**

**Licensed Practical Nurse
Leadership Role**

Priority: **One**

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.

Major Competency Area: **X**

**Licensed Practical Nurse
Leadership Role**

Priority: **One**

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**

**Licensed Practical Nurse
Leadership Role**

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**

**Licensed Practical Nurse
Leadership Role**

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.**

Major Competency Area: **X**

**Licensed Practical Nurse
Leadership Role**

Priority: **Two**

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.

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

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.

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

Priority: **Two**

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**

**Licensed Practical Nurse
Leadership Role**

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.

Y: Orthopedic Specialty

Major Competency Area: **Y**
Orthopedic Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **Y-1**
HPA Authorization and Standards

Date: September 1, 2005

A Licensed Practical Nurse will:

Y-1-1 Demonstrate understanding of the restricted activity in the LPN Regulation 2003 (16) authorizing the orthopedic specialty:

“Only a regulated member on the specialized practice register who is specifically authorized by the Registrar and who has verbal or written direction from an authorized practitioner who is on site and available to assist, may perform the restricted activity of setting or resetting a fracture of a bone for the purposes of inserting and removing orthopaedic devices and applying casts.”

Health Professions Act LPN Regulation 2003

Note: Licensed Practical Nurses who practice the Orthopedic Specialty have (advanced) specialized education recognized by the CLPNA.

Major Competency Area: **Y**
Orthopedic Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **Y-2**
**Knowledge and Application of
Orthopedic Specialty**

Date: September 1, 2005

A Licensed Practical Nurse will:

Y-2-1 Demonstrate knowledge of human anatomy and physiology of:

- body systems
- body planes and directions
- related terminology.

Y-2-2 Demonstrate knowledge of orthopedic medical conditions and treatment:

- trauma:
 - dislocations
 - multiple fractures
 - compartment syndrome
 - fat embolism
- fractures:
 - spinal
 - extremities
 - pelvis
 - ribs
- arthritis:
 - ankylosing spondylitis
 - rheumatoid
 - degenerative
 - juvenile
- infection:
 - osteomyelitis
 - bursitis
 - general
- tears:
 - ligaments
 - tendons
 - meniscus

A Licensed Practical Nurse will:

**Y-2-2 Demonstrate knowledge of orthopedic medical conditions and treatment:
(continued)**

- soft tissue injury
- other:
 - muscle injuries
 - osteoporosis
 - congenital disorders
 - kyphosis / scoliosis
 - contractures / deformities
 - growths / tumours.

Y-2-3 Demonstrate ability to perform comprehensive assessment of the orthopedic client.

Y-2-4 Demonstrate ability to recognize a variety of x-ray views such as:

- anterior / posterior
- axilla
- lateral
- mandibular
- panorex
- posterior / anterior
- oblique
- transverse
- tunnel.

Y-2-5 Demonstrate ability to teach the use of orthopedic equipment such as:

- cane
- cast removal equipment
- CPM machine (continuous passive motion)
- crutches
- walker.

Y-2-6 Demonstrate knowledge and ability to measure angles of joints using a goniometer.

Competency: **Y-2**

**Knowledge and Application of
Orthopedic Specialty**

Page: 3

Restricted Activity Authorization

A Licensed Practical Nurse will:

Y-2-7 Demonstrate ability to receive verbal and written physician orders pertaining to orthopedics:

- accept, transcribe, and initiate orders.

Y-2-8 Demonstrate knowledge and ability to assist the physician with a variety of treatments and interventions such as:

- setting a fracture of a bone
- inserting or removing orthopedic devices.

Major Competency Area: **Y**

Orthopedic Specialty

Priority: **One**

Restricted Activity Authorization

Competency: **Y-3**

Application of Orthopedic Devices

Date: September 1, 2005

A Licensed Practical Nurse will:

Y-3-1 Demonstrate ability to teach the application of orthopedic devices, in accordance with agency policy such as:

- acromioclavicular harness
- airsplints
- ankle brace
- ankle foot orthosis
- back braces
- bunion splint
- clavicle strap
- elastic support stockings
- finger splint
- fracture brace
- Gibney boot
- Hare's traction
- hinged knee brace
- humeral fracture brace
- Iso-ulnar brace
- Jones bandage
- Pavlik harness
- Sager splint
- shoulder immobilizer / sling and swath / velpeau
- soft / hard cervical collar / triple ruff
- stump wrapping
- tibial / femoral braces
- tensors / tubigrip
- Zimmer splint / knee immobilizer.

Major Competency Area: **Y**

Orthopedic Specialty

Priority: **One**

Restricted Activity Authorization

Competency: **Y-4**

Cast and Splint Care

Date: September 1, 2005

A Licensed Practical Nurse will:

Y-4-1 Demonstrate knowledge of construction, application, removal, and teaching of cast and splint care such as:

- above elbow
- above knee – walking and non-walking
- back slabs
- below elbow
- below knee – walking and non-walking
- body casts
- cylinder casts
- gutter splints
- hip spica
- patella tendon bearing
- plaster vs. fiberglass casts
- sugar tong
- spica casts
- uni-valve, bi-valve, windowing, trimming
- volar slabs
- wedging.

Major Competency Area: **Y**

Orthopedic Specialty

Priority: **One**

Restricted Activity Authorization

Competency: **Y-5**

Application and Monitoring of Traction

Date: September 1, 2005

A Licensed Practical Nurse will:

Y-5-1 Demonstrate ability to set-up, apply, assist in application, and monitor manual, skin, and skeletal traction:

- balanced suspension
- Balkan frame
- Bryant or Gallows
- Bucks
- Gardner Wells
- pelvic
- Russells or Split Russells
- skeletal
- skin
- skull
- Steinmen pin insertion.

Y-5-2 Demonstrate knowledge and application of casts for treatments of fractures, dislocations, and skeletal disorders:

- closed reductions under conscious sedation or use of bier block (ATS tourniquet).

Y-5-3 Demonstrate ability to assist with application of traction, insertion, and removal of pin devices:

- Crutchfield tongs
- External Fixators
- Gardner Wells tongs
- Halo devices
- Kirschner wires
- Steinmen pin.

Competency: **Y-5**

Application and Monitoring of Traction

Page: 2

Restricted Activity Authorization

A Licensed Practical Nurse will:

Y-5-4 Demonstrate ability to teach client and family regarding orthopedic treatment and care:

- orthopedic condition
- equipment and devices
- orthopedic procedures
- physician orders and treatment plan.

Z: Perioperative Nursing Specialty

Major Competency Area: **Z**
Perioperative Nursing Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **Z-1**
HPA Authorizations and Standards

Date: September 1, 2005

A Licensed Practical Nurse will:

Z-1-1 Demonstrate understanding of the restricted activity in the LPN Regulation 2003 (5 [b]) authorizing the perioperative nursing specialty:
“Only regulated members on the specialized practice register and who are specifically authorized by the Registrar may perform the restricted activity of cutting a body tissue, administering anything by invasive procedure on body tissue or performing surgical or other invasive procedures on body tissue below the dermis for the purposes of performing the following activities:
• performing activities under the direction of an authorized practitioner who is performing surgery.”

Health Professions Act LPN Regulation 2003

Z-1-2 Demonstrate knowledge and application of Canadian Practical Nurses Association (CPNA) approved “Standards of Practice and Competencies for Perioperative Nursing Care, 1999”.

Note: LPNs who practice the Perioperative Nursing Specialty have completed specialized education approved by CLPNA.

Major Competency Area: **Z**
Perioperative Nursing Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **Z-2**
**Knowledge and Application of
Perioperative Nursing**

Date: September 1, 2005

A Licensed Practical Nurse will:

Z-2-1 Demonstrate knowledge and ability to apply critical thinking and clinical judgment in the perioperative role.

Z-2-2 Demonstrate knowledge and ability to practice perioperative nursing:

- role of operating room nurse
- application of nursing process
- admission, discharge and transfer of client
- asepsis and sterile techniques
- surgical procedures, protocols, and related disease processes
- medications used in pre, intra, and post-operative care
- anaesthesia methods and protocols
- client and health care team safety measures
- assist in the teaching / orientation of new staff
- ordering of supplies, equipment as appropriate
- preparing costing for surgical procedures as appropriate
- protocols important to the surgical suite
- associated legalities, policy, and procedure
- documentation and reporting.

Z-2-3 Demonstrate the knowledge and ability to perform the disinfection process within the surgical environment such as:

- surgical theatre
- equipment and instruments.

Competency: **Z-2**

**Knowledge and Application of
Perioperative Nursing**

Page: 2

A Licensed Practical Nurse will:

Z-2-4 Demonstrate the knowledge and ability to prepare supplies for sterilization such as:

- linens and dressings
- glassware
- rubber goods
- instruments.

Z-2-5 Demonstrate the knowledge and ability to perform various methods of sterilization such as:

- steam sterilization (gravity displacement, pre-vacuum, pulsing gravity)
- chemical sterilization (ethylene oxide, aqueous gluteraldehyde, peracetic acid, gas plasma)
- dry heat sterilization.

Z-2-6 Demonstrate the knowledge and ability to safely handle and care for surgical equipment such as:

- endoscopes and instrumentation
- video equipment
- laser systems and equipment
- electrosurgical tools
- power tools.

Major Competency Area: **Z**
Perioperative Nursing Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **Z-3**
**Knowledge and Application
of Scrub Role**

Date: September 1, 2005

A Licensed Practical Nurse will:

Z-3-1 Demonstrate knowledge and ability to carry out the requirements of the perioperative scrub role:

- apply strict sterile technique
- provide the surgical team with instrumentation and supplies
- anticipate the needs of the surgical team
- ensure safety and security of the client throughout the procedure.

Z-3-2 Demonstrate knowledge and ability to perform the competencies of the scrub role such as:

- perform surgical scrub procedures
- perform client safety checks
- check case cart / supplies
- ensure equipment / instrumentation is available, set up, and in good repair
- prepare client skin prior to procedure
- prepare efficient sterile set-up
- drape client for procedure
- knowledge of sequence of events of surgery
- anticipate needs of surgeon
- organize and handle sutures, needles, and staples
- manipulate and hand instruments to surgeon and assistants
- sponge, suction, and retract incision as directed
- observe for inadvertent breaks in appropriate technique
- assist with corrective action if necessary
- identify specimens to circulating personnel and type of testing required
- when possible, anticipates unexpected or adverse events and takes action
- handle and prepare medications and contrasts for administration to the client

Competency: **Z-3**

**Knowledge and Application
of Scrub Role**

Page: 2

Restricted Activity Authorization

A Licensed Practical Nurse will:

Z-3-2 Demonstrate knowledge and ability to perform the competencies of the scrub role such as: (continued)

- participate in handling and counting of instruments and supplies:
 - prior to the beginning of surgery
 - during the surgery
 - prior to closure
- ensure appropriate surgical procedure documentation is in place
- assist with skin closure and apply sterile dressing as necessary.

Major Competency Area: **Z**
Perioperative Nursing Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **Z-4**
**Knowledge and Application
of Circulating Role**

Date: September 1, 2005

A Licensed Practical Nurse will:

- Z-4-1 Demonstrate knowledge and ability to perform circulating role in the preparation of the operating room theatre:**
- prepare the room supplies and equipment for the specific operative procedure (includes special equipment, positioning devices, sutures, case cart, warming supplies, IV solutions, physician cards)
 - notify all personnel who may be required for case i.e., pathologist, technicians
 - ensure x-rays and diagnostic tests are available if required.

- Z-4-2 Demonstrate ability to prepare client for the surgical procedure:**
- assess client using pre-operative checklist
 - transport client to the operating room
 - receive client into the operating room and carry out appropriate checks
 - assist surgeon and anaesthetist with positioning client safely on the operating room table
 - reassure client and explain procedures
 - apply monitor and equipment as required, i.e., ECG, BP, Pulse Oximetry, anesthetic equipment
 - attach client to necessary equipment, i.e., tourniquet, drainage systems
 - insert urinary catheter and set up drainage
 - prepare irrigation solutions as necessary
 - prepare operative site, according to specific surgery guidelines
 - assist with draping and connection to suction, power tools, etc.

A Licensed Practical Nurse will:

Z-4-3 Demonstrate ability to provide assistance during the operative procedure:

- prepare medication for administration to the client
- process all specimens by labeling and handling appropriately
- inspect all sterile items for contamination prior to opening
- inspect and open sterile supplies and hand to scrub personnel
- provide appropriate instruments and supplies as needed
- prepare supplies for sterilization
- document client care, specimens, sponge counts, medications used to operative site
- document blood loss, fluid output, and intake
- document any and all unusual incidents with appropriate follow up action
- monitor vital signs as appropriate
- ensure, along with a second individual, that all pre-op and closure counts are correct
- monitor sterile technique and maintain the same throughout the case
- provide continuous, astute observation of the surgical team throughout the operative phase while meeting their needs with minimal time delays
- monitor and evaluate the physical well-being of the client to prevent potential impairment or injury.

Z-4-4 Demonstrate ability to provide and assist with procedures and devices required to complete client care following the surgical procedure:

- observe and provide appropriate response to complications and unexpected events during the surgical procedure i.e., cardiac arrest, hypothermia
- assist in the physical client transfer and post-operative positioning
- affix and observe the dressing post-operatively ensuring that all drains are properly connected and secured
- complete operative record and have scrub personnel review.

Competency: **Z-4**

**Knowledge and Application
of Circulating Role**

Page: 3

Restricted Activity Authorization

A Licensed Practical Nurse will:

Z-4-5 Demonstrate ability to provide support and assistance to ensure safety and efficiency:

- advocate for client
- ensure co-ordination of days list of surgical procedures i.e., sending for patient, surgeons availability, staffing, ensuring necessary equipment available
- comply with WHMIS regulations
- apply standard precautions
- clean theatre between cases
- carry out appropriate surgical scrub procedures
- carry out safety checks, such as client identification, allergies, with circulating nurse
- check case cart and supplies for completeness
- ensure all equipment and instrumentation is in good repair and available
- trouble shoot equipment that malfunctions and seek assistance
- facilitates use of accessory surgical equipment
- recognizes an emergent situation and sends for assistance as required.

Major Competency Area: **Z**
Perioperative Nursing Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **Z-5**
**Knowledge and Assistance
to the Anaesthetist**

Date: September 1, 2005

A Licensed Practical Nurse will:

Z-5-1

Demonstrate knowledge and ability to assist anaesthetist:

- provides supplies to anaesthetist as required
- supply anaesthetic cart with clean tubing, appropriate size face mask, airway and breathing bag depending on the age and size of the client
- prepare appropriate endotracheal tubes
- assist the anaesthetist with epidural, spinal, topical, retrobulbular, local anaesthetics, and nerve block
- initiate intravenous and prepare supplies for anaesthetist
- prepare and provide drug to the anaesthetist when requested
- assist with induction of anaesthetic:
 - intubation, fixation, and connection of endotracheal tube
 - cricoid pressure if necessary
- apply necessary eye protection, i.e., tape, saline sponge, etc.
- assist with preparation related to insertion of CVP, arterial lines, blood warmers
- check blood and blood products identification with anaesthetist or RN
- assist with extubation and reversal of anaesthesia
- assist with transfer of client to “Post Anaesthetic Recovery Room”, ICU, or designated ward
- restock drugs for anaesthetic supply.

Major Competency Area: **Z**
Perioperative Nursing Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **Z-6**
**Knowledge and Application
of Prep Room Role**

Date: September 1, 2005

A Licensed Practical Nurse will:

- Z-6-1 Demonstrate knowledge and ability to receive and monitor client in prep room or pre-surgery care as appropriate:**
- provide explanations and demonstrate a caring attitude to the client
 - provide information, materials, and support for client and family
 - check each pre-operative chart for completeness as per policy:
 - accurate, complete identification of client and chart
 - history
 - prior surgery
 - allergy check
 - hemoglobin, E.C.G., urinalysis as required
 - consult if required
 - seek verbal confirmation of the following from the client:
 - name
 - doctor
 - operative site
 - nothing per mouth
 - dentures / other prostheses / loose teeth
 - jewellery / metal protocols
 - pre-existing medical conditions / medications
 - allergies
 - provide the client with warm blankets, pillows, and other comfort measures
 - attach all necessary monitoring devices, i.e., blood pressure, oxygen, E.C.G.
 - provide O₂ when required or ordered by doctor
 - check all fluids levels i.e., IV and drainage unit
 - attach patient equipment to electrical outlet if battery supply is low
 - assist surgeons and anesthesiologists with physical examinations of client providing necessary equipment and providing privacy for client
 - assist anesthesiologist with topical, retrobulbar, local anesthetic, administration of eye medication, initiation of IV site
 - maintain knowledge of crash cart, defibrillator, and code criteria.

AA: Dialysis Nursing Specialty

Major Competency Area: **AA**

Dialysis Nursing Specialty

Priority: **One**

Restricted Activity Authorization

Competency: **AA-1**

HPA Authorization and Standards

Date: September 1, 2005

A Licensed Practical Nurse will:

AA-1-1 Demonstrate understanding of the restricted activity in the LPN Regulation 2003 (15 [2]) authorizing dialysis specialty:

“Despite subsection (1) only a regulated member on the specialized practice register who is specifically authorized by the Registrar may perform the restricted activity of inserting or removing Instruments, devices, fingers or hands into an artificial opening into the body for the purposes of performing dialysis.”

Health Professions Act LPN Regulation 2003

Note: LPNs who practice the Dialysis Specialty have completed specialized education approved by CLPNA.

Major Competency Area: **AA**
Dialysis Nursing Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **AA-2**
Knowledge of Dialysis Nursing

Date: September 1, 2005

A Licensed Practical Nurse will:

- AA-2-1 Demonstrate knowledge and ability to apply critical thinking and clinical judgment in the dialysis role.**
- AA-2-2 Demonstrate knowledge of human anatomy and physiology, specifically the urinary system, renal function, and cardiovascular system.**
- AA-2-3 Demonstrate knowledge of pathophysiology, symptoms, treatment, and interventions of renal failure:**
 - pathophysiology of renal failure
 - symptoms
 - disruption to kidney function
 - osmosis, diffusion, ultra-filtration
 - symptoms related to poor dialysis
 - treatments:
 - peritoneal dialysis
 - hemodialysis
 - diet and fluid restrictions
 - sodium, potassium, calcium and phosphorous restrictions.
- AA-2-4 Demonstrate knowledge and ability to assess for associated health problems:**
 - acucheks
 - edema
 - hypertension
 - ischemic feet
 - lab values
 - mental status
 - need for dietary consult
 - weight changes.
- AA-2-5 Demonstrate knowledge and ability to apply standard precautions, WHMIS Regulations, and principles of asepsis in Dialysis Nursing.**

Major Competency Area: **AA**
Dialysis Nursing Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **AA-3**
**Assessment and Nursing Care
of Dialysis Client**

Date: September 1, 2005

A Licensed Practical Nurse will:

AA-3-1 Demonstrate knowledge and assessment of the access for evidence of:

- flow
- presence of fistula, graft or central line
- presence of bruit
- clotting
- palpate for thrill
- aneurysm
- infection
- knowledge of clients medications – purpose, frequency, side effects, and correct infusion and administration procedures.

AA-3-2 Demonstrate ability to create an atmosphere that is conducive to patient comfort needs:

- observe and report client’s physical and emotional condition and take appropriate action
- sensitive, diplomatic, empathetic manner.

AA-3-3 Demonstrate ability to apply nursing process to the care of the dialysis client.

AA-3-4 Demonstrate knowledge and ability to provide medications in the dialysis environment, as per agency policy. (See Competency Bands U and V)

AA-3-5 Demonstrate ability to document nursing assessment, treatments, effects, and outcomes.

AA-3-6 Demonstrate ability to provide health teaching to client and family throughout the process.

Major Competency Area: **AA**

Dialysis Nursing Specialty

Priority: **One**

Restricted Activity Authorization

Competency: **AA-4**

**Initiate, Monitor and Discontinue
Dialysis Treatment**

Date: September 1, 2005

A Licensed Practical Nurse will:

AA-4-1 Demonstrate knowledge and ability to initiate, monitor, and discontinue a dialysis treatment:

- auscultate lungs prn
- perform venipuncture
- recognize excessive weight gain and know limitations for fluid removal
- calculate and adjust fluid removal
- assess and correct access difficulties
- assess needling problems
- maintain medical asepsis
- draw blood from access sites – collect, label, send specimens
- monitor vital signs
- respond appropriately to unusual symptoms or emergencies, i.e., hypotension, unresponsiveness, confusion, cramping
- control bleeding from patient's access site
- note clotting time
- document and report to team leader.

AA-4-2 Demonstrate knowledge and ability to understand the mechanics of dialysis and related equipment:

- initiate equipment repairs and maintenance
- H₂O treatment
- conductivity and pH meters
- glucometers
- assemble or assist with assembling equipment, including hemo-dialysis machines
- recognize alarm conditions
- order supplies
- adhere to safety measures.

BB: Additional Education in Neonatal Resuscitation

Major Competency Area: **BB**

**Additional Education
in Neonatal Resuscitation**

Priority: **One**

Competency: **BB-1**

Knowledge of Neonatal Resuscitation

Date: September 1, 2005

A Licensed Practical Nurse will:

BB-1-1 Demonstrate knowledge of infant anatomy and physiology.

BB-1-2 Demonstrate knowledge of pathophysiology of asphyxia and apnea.

BB-1-3 Demonstrate knowledge of the ABCs of resuscitation.

BB-1-4 Demonstrate knowledge of assessing the infant:

- respiratory effort
- heart rate
- colour.

BB-1-5 Demonstrate knowledge and ability to provide tactile stimulation.

BB-1-6 Demonstrate knowledge of importance of warmth and dryness.

BB-1-7 Demonstrate knowledge of initial steps in resuscitation.

BB-1-8 Demonstrate knowledge of use of equipment:

- anesthesia bag
- bulb suction
- mask
- resuscitation bag
- self inflating bag
- suctioning devices
- wall suction.

BB-1-9 Demonstrate knowledge of ventilating the infant.

Note: LPNs employed in labour and delivery usually complete additional education in neonatal resuscitation.

Competency: **BB-1**

Knowledge of Neonatal Resuscitation

Page: 2

A Licensed Practical Nurse will:

BB-1-10 Demonstrate ability to assist RN / physician with basic neonatal resuscitation.

BB-1-11 Demonstrate ability to assist RN / physician in endotracheal intubation as per institutional policy.

BB-1-12 Demonstrate ability to document procedure, nursing actions, and client response.

CC: Additional Education in Foot Care

Major Competency Area: **CC**
Additional Education in Foot Care

Priority: **One**
Restricted Activity Authorization

Competency: **CC-1**
HPA Authorization and Standards

Date: September 1, 2005

A Licensed Practical Nurse will:

CC-1-1 Demonstrate understanding of the restricted activity in the LPN Regulation 2003 (5[a]) authorizing invasive foot care procedures:

“Only regulated members on the specialized practice register and who are specifically authorized by the Registrar may perform the restricted activity of cutting a body tissue, administering anything by invasive procedure on body tissue or performing surgical or other invasive procedures on body tissue below the dermis for the purposes of performing the following activities:

- removing a corn or a callus as part of the provision of foot care.”

Health Professions Act LPN Regulation 2003

Note: LPNs who practice invasive foot care must complete additional education to achieve competence in the advanced foot care procedures.

Major Competency Area: **CC**
Additional Education in Foot Care

Priority: **One**
Restricted Activity Authorization

Competency: **CC-2**
Additional Education in Foot Care

Date: September 1, 2005

A Licensed Practical Nurse will:

- CC-2-1 Demonstrate knowledge of human anatomy and physiology of feet and lower extremities.**
- CC-2-2 Demonstrate knowledge of purpose of foot and nail care.**
- CC-2-3 Demonstrate knowledge and ability to provide basic foot care for clients. (See Competency Band E).**
- CC-2-4 Demonstrate knowledge and ability to perform invasive foot care procedures:**
- removal of tissue below the dermis:
 - corns
 - callus.
- CC-2-5 Demonstrate knowledge and ability to provide invasive foot care:**
- principles and application of padding
 - contraindications of padding
 - operation of the Dremel Drill.
- CC-2-6 Demonstrate knowledge and ability to access and refer clients to other health professionals as necessary.**
- CC-2-7 Demonstrate knowledge and ability to document and report procedure and client response.**

DD: Additional Education in Phlebotomy Techniques

Major Competency Area: **DD**
**Additional Education in Phlebotomy
Techniques**

Priority: **One**

Competency: **DD-1**
**Knowledge and Ability to Perform
Phlebotomy (Venipuncture)**

Date: September 1, 2005

A Licensed Practical Nurse will:

DD-1-1 Demonstrate knowledge of anatomy and physiology (circulatory system), microbiology, and universal precautions.

DD-1-2 Demonstrate ability to prepare for the phlebotomy procedure:

- check physician's order
- prepare requisition and labels
- collect phlebotomy equipment and supplies
- assess whether client has known history of bleeding disorders, infectious diseases, anticoagulant use, dialysis, mastectomy
- review agency policy and procedure.

DD-1-3 Demonstrate ability to prepare client for the phlebotomy procedure:

- check the client's identification / band to ensure correct identity
- explain the purpose of the procedure is to obtain blood samples for laboratory analysis
- explain the steps of the procedure
- inspect the clients arm for possible venipuncture sites
- apply tourniquet and have client squeeze hand
- select the venipuncture site from suitable sites for adult:
 - cephalic vein and branches
 - basilic vein and branches
 - median cubital and median antebrachial vein
- consider alternate sites for clients (elderly, critical ill, or children)
- release the tourniquet and note site selection.

Note: LPNs who perform venipuncture have completed additional education to achieve competence in the procedure.

Competency: **DD-1**

**Knowledge and Ability to Perform
Phlebotomy (Venipuncture)**

Page: 2

A Licensed Practical Nurse will:

DD-1-4 Demonstrate ability to perform the phlebotomy and collect the blood sample:

- select appropriate size needle for client
- apply the tourniquet properly
- cleanse the site
- using a vacutainer:
 - insert the needle with the bevel up at 15-30 degree angle to skin
- pull the skin taught over the vessel
- anchor the vacutainer and fill the appropriate blood tubes
- fill tubes in proper order
- release tourniquet as last tube is filling
- remove needle and apply gauze with pressure over puncture site 2-3 minutes
- use small collection tubes and butterfly needle if drawing blood from small veins
- after 2-3 minutes, check site for signs of bleeding, hematoma or ecchymosis
- apply taped gauze to site
- discard sharps in proper manner
- clean up and store equipment and supplies.

DD-1-5 Label the collection tubes and verify client identity.

DD-1-6 Document the phlebotomy and collection of blood samples.

DD-1-7 Transport labelled blood samples to the lab, with requisitions, according to agency protocol.

DD-1-8 Follow specific precautions to prevent complications:

- meticulous aseptic technique
- avoid repeated punctures into same vein
- avoid using large bore needle
- use gloves to protect self if necessary (standard precautions)
- report and record any untoward events in the procedures.

DD-1-9 Ensure patient safety by making only two attempts at venipuncture before seeking guidance and assistance.

EE: Licensed Practical Nurse Educator Role

Major Competency Area: **EE**
Licensed Practical Nurse Educator Role

Priority: **One**

Competency: **EE-1**
Knowledge of Nursing Education

Date: September 1, 2005

A Licensed Practical Nurse will:

EE-1-1 Demonstrate knowledge and ability related to education theory, teaching and learning strategies, curriculum development, and program evaluation.

EE-1-2 Demonstrate ability to apply adult learning theory and principles in classroom, laboratory, and clinical teaching.

EE-1-3 Demonstrate ability to maintain own competence in education through continuing education and professional development.

EE-1-4 Demonstrate effective communication skills and interpersonal relationship skills in educational activities.

EE-1-5 Demonstrate knowledge and ability to utilize a variety of instructional technological supports.

EE-1-6 Demonstrate knowledge and ability to collaborate with designated lead educators to facilitate learning.

EE-1-7 Demonstrate knowledge and ability to recognize when to involve other educators throughout the learning experience.

Major Competency Area: **EE**
Licensed Practical Nurse Educator Role

Priority: **One**

Competency: **EE-2**
Knowledge of Practical Nursing

Date: September 1, 2005

A Licensed Practical Nurse will:

- EE-2-1 Demonstrate knowledge of the role, scope and responsibility of the LPN.**
- EE-2-2 Demonstrate knowledge of the philosophy, values, vision, and mission of the CLPNA.**
- EE-2-3 Demonstrate ability to support and apply the standards of practice for LPNs.**
- EE-2-4 Demonstrate knowledge of the legislation governing the LPN role.**
- EE-2-5 Demonstrate and maintain current registration in CLPNA.**
- EE-2-6 Demonstrate relevant clinical experience and competence in clinical area.**
- EE-2-7 Demonstrate knowledge of changes in the profession.**
- EE-2-8 Demonstrate ability to support and participate in professional activities of the profession.**

Major Competency Area: **EE**
Licensed Practical Nurse Educator Role

Priority: **One**

Competency: **EE-3**
**Knowledge of Curriculum
Development and Revision**

Date: September 1, 2005

A Licensed Practical Nurse will:

- EE-3-1 Demonstrate knowledge of curriculum development and revision:**
- identify major content areas / theoretical knowledge and skills of practical nursing
 - assist with blueprinting course outline
 - collect data regarding course content, delivery methods, learner objectives / outcomes
 - identify and develop learner objectives / outcomes
 - prepare learner objectives / outcomes
 - sequence modules
 - develop student materials
 - develop workshops and learning activities
 - develop case situations and clinical simulations
 - develop evaluation materials
 - collect ongoing information to assist with revision of course content
 - maintain currency of course content throughout delivery of course
 - validate learner objectives / outcomes
 - participate in committees and taskforces to facilitate ongoing review and revision of the curriculum.

EE-3-2 Demonstrate knowledge and ability to establish curriculum for areas of study.

Major Competency Area: **EE**
Licensed Practical Nurse Educator Role

Priority: **One**

Competency: **EE-4**
**Knowledge and Application
of Various Delivery Methods**

Date: September 1, 2005

A Licensed Practical Nurse will:

EE-4-1 Demonstrate knowledge and ability to use a variety of teaching / learning strategies and delivery methods:

- use adult learning principles
- facilitate self-paced learning
- deliver course content via a variety of methods i.e., lectures, group discussions, seminars, debates, role play, web CT, etc.
- recognize and utilize methods to address individual learning styles of students
- knowledge of computer based learning (CML, CAL, CDROM)
- conduct lab skill demonstrations
- select and utilize appropriate resources
- utilize team teaching
- utilize and integrate other strategies (guest speaker, field trips).

EE-4-2 Demonstrate knowledge and ability to facilitate learning within the clinical environment.

Major Competency Area: **EE**
Licensed Practical Nurse Educator Role

Priority: **One**

Competency: **EE-5**
Managing the Learning Environment

Date: September 1, 2005

A Licensed Practical Nurse will:

- EE-5-1 Demonstrate knowledge and ability to effectively manage the learning environment:**
- ensure delivery of safe client care
 - maintain and model professional behaviour in the classroom, lab, and clinical settings
 - use modules of curriculum to guide learning experience
 - assess needs of students
 - set up classroom and lab facilities
 - set up appropriate equipment
 - establish an environment conducive to student learning
 - establish expectations and standards and communicates them to students and relevant others
 - communicate and implement policy and procedures
 - select clinical assignments for students
 - supervise delivery of care by students
 - manage conflict
 - encourage interaction between instructor, student, and peers
 - focus on group efforts and outcomes
 - model safe work methods.
- EE-5-2 Demonstrate knowledge and ability to establish and maintain a safe learning environment.**

Major Competency Area: **EE**
Licensed Practical Nurse Educator Role

Priority: **One**

Competency: **EE-6**
Facilitation of Learning

Date: September 1, 2005

A Licensed Practical Nurse will:

- EE-6-1 Demonstrate knowledge and ability to facilitate learning:**
- articulate student expectations, standards, and objectives / outcomes
 - model good oral and written communication
 - assist students to set achievable goals
 - motivate learners through variety of strategies
 - promote preparation for learning
 - encourage critical thinking
 - encourage independence in learning
 - encourage flexibility and adaptability
 - respect student contribution
 - recognize student's previous and / or related experience
 - adapt to special needs of students.

Major Competency Area: **EE**
Licensed Practical Nurse Educator Role

Priority: **One**

Competency: **EE-7**
Utilization of Effective Communication

Date: September 1, 2005

A Licensed Practical Nurse will:

- EE-7-1 Demonstrate knowledge and ability to communicate effectively:**
- speak and write clearly
 - listen
 - provide support, direction, and feedback
 - respond to student feedback
 - develop rapport
 - recognize differences among students
 - clarify roles and responsibilities of the educator and student
 - seek and accept guidance and feedback from team members
 - establish and maintain effective interpersonal relationships with faculty, team members, students, and clinical personnel
 - promote feedback from clinical areas and other stakeholders through effective communication and provision of evaluation tools.

Major Competency Area: **EE**
Licensed Practical Nurse Educator Role

Priority: **One**

Competency: **EE-8**
Evaluation of Learning

Date: September 1, 2005

A Licensed Practical Nurse will:

- EE-8-1 Demonstrate knowledge and ability to evaluate learning:**
- define evaluation criteria
 - design student evaluation instruments
 - adhere to policies and procedures of the program in applying evaluation methods and techniques
 - evaluate performance of students in classroom, laboratory and clinical settings
 - provide formative evaluations
 - provide summative evaluations
 - maintain confidential, accurate, objective, and current records of student performance
 - provide individual support and assistance to students in developing their learning plans.

Major Competency Area: **EE**
Licensed Practical Nurse Educator Role

Priority: **One**

Competency: **EE-9**
**Participation in Professional
Development**

Date: September 1, 2005

A Licensed Practical Nurse will:

EE-9-1 Demonstrate ability to participate in professional development:

- keep current in subject content
- adhere to appropriate codes of ethical conduct
- comply with academic regulations
- develop and improve teaching techniques
- evaluate own professional performance
- establish collegial relationships
- practice self-management (time / stress management)
- pursue personal growth.

Major Competency Area: **EE**
Licensed Practical Nurse Educator Role

Priority: **One**

Competency: **EE-10**
Evaluation of Own Performance

Date: September 1, 2005

A Licensed Practical Nurse will:

- EE-10-1 Demonstrate knowledge and ability to evaluate own performance:**
- conform to the policies and conditions of employment
 - establish own objectives to maintain competence and improve performance
 - participate in annual performance appraisal
 - adhere to the duties, roles and responsibilities of the job description
 - participate in internal and external committees and professional activities
 - take responsibility for own professional and personal development
 - maintain appropriate professional behaviour
 - use effective communication to maintain positive interpersonal relationships with students, peers, administration, and clinical staff
 - promote a positive image of the program and practical nursing
 - act as an advocate of students and the learning process.

FF: Ophthalmic Nursing

Major Competency Area: **FF**
Ophthalmic Nursing

Priority: **One**

Competency: **FF-1**
**Knowledge of Ophthalmology and
Surgical Procedures**

Date: September 1, 2005

A Licensed Practical Nurse will:

FF-1-1 Demonstrate knowledge of Ophthalmology:

- explain the anatomy and physiology of the eye
- describe the components of the specialty of Ophthalmology
- describe common diseases and disorders of the eye.

FF-1-2 Demonstrate knowledge of Ophthalmology surgery and treatment:

- describe common procedures used to diagnose ophthalmic diseases and disorders
- describe common surgical and treatment procedures used in Ophthalmology
- explain the type and use of medications in Ophthalmology
- explain the medical protocols associated with Ophthalmology
- describe common equipment and technology used in Ophthalmology.

Note: Licensed Practical Nurses who practice in Ophthalmic Nursing have usually been certified through the Surgical Ophthalmology Assistant Guide course.

Major Competency Area: **FF**
Ophthalmic Nursing

Priority: **One**

Competency: **FF-2**
**Assess and Care for
Ophthalmic Client**

Date: September 1, 2005

A Licensed Practical Nurse will:

FF-2-1 Demonstrate ability to assess the needs of the ophthalmic client:

- follow protocols and procedures for admission of ophthalmic client
- use appropriate nursing history and assessment tools to conduct health assessment of client
- follow agency policy in obtaining consent from client
- preserve client dignity throughout clinic / hospital stay.

FF-2-2 Demonstrate ability to provide nursing interventions to ophthalmic client:

- apply nursing knowledge to meet needs presented by client
- assist with diagnostic procedures
- explain procedures and reassure client as necessary
- administer ophthalmic medications as ordered, using principles of medication administration
- conduct appropriate procedures for preparation of the eye, as surgical site
- prepare client for surgical procedure
- provide post-operative care of client following physician orders and protocols
- reinforce discharge teaching and prepare client for discharge from clinic / hospital
- discharge client per anesthesiologist order.

Major Competency Area: **FF**
Ophthalmic Nursing

Priority: **One**

Competency: **FF-3**
**Knowledge and Application
of Surgical Asepsis**

Date: September 1, 2005

A Licensed Practical Nurse will:

- FF-3-1 Demonstrate knowledge and ability to apply surgical asepsis:**
- follow principles of surgical asepsis in preparation of the client for surgery
 - follow scrub protocols to prepare self for procedure
 - apply gown and gloves prior to set up
 - establish and maintain sterile field to set up equipment and supplies
 - use appropriate procedures to chemically disinfect and sterilize instruments
 - be alert for breaks in sterile technique during surgical procedure.

Major Competency Area: **FF**
Ophthalmic Nursing

Priority: **One**

Competency: **FF-4**
Perform Scrub Assistant Role

Date: September 1, 2005

A Licensed Practical Nurse will:

FF-4-1 Demonstrate ability to perform scrub assistant role during ophthalmic surgery:

- know and adhere to policies and protocols for specific procedure
- know name and function of instruments
- set up and prepare instrument tray prior to procedure
- prepare the surgical site and drape the client
- hand instruments to surgeon in proper order and as requested
- administer balanced salt solution as ordered
- administer eye drops as ordered
- dress the surgical site using eye patch
- conduct surgical count prior to and following procedure.

Major Competency Area: **FF**
Ophthalmic Nursing

Priority: **One**

Competency: **FF-5**
Assist with Laser Procedures

Date: September 1, 2005

A Licensed Practical Nurse will:

- FF-5-1 Demonstrate ability to assist with laser procedures:**
- know the principles of laser use in the treatment of disorders of the eye
 - calibrate laser equipment as ordered
 - input physicians calculations into laser equipment as ordered
 - collect and set up instruments and supplies
 - explain procedure to the client
 - position client for the procedure
 - drape the client appropriately
 - hand instruments to the surgeon in proper order and as requested
 - administer medications as ordered
 - chart the procedure using appropriate forms.

Major Competency Area: **FF**
Ophthalmic Nursing

Priority: **One**

Competency: **FF-6**
**Assist with Circulating in the
Ophthalmic Theatre**

Date: September 1, 2005

A Licensed Practical Nurse will:

FF-6-1 Demonstrate ability to assist with the circulating role during ophthalmic procedures:

- locate, collect, prepare, and provide instruments and supplies prior to and during procedure
- review chart for client information and consent
- position client as appropriate
- assist with draping and monitoring of client
- provide assistance to anaesthetist as required
- prepare medications for physician as required
- change basic salt solution (BSS) bags as necessary
- conduct surgical counts as required
- chart the procedure and client response using appropriate forms.
- collect, label, and disperse specimens
- assist with dressing the eye and preparing client to leave theatre
- reinforce discharge teaching and protocols
- ensure prescriptions are provided to client.

Major Competency Area: **FF**
Ophthalmic Nursing

Priority: **One**

Competency: **FF-7**
**Provide Administrative Support
to the Ophthalmic Program**

Date: September 1, 2005

A Licensed Practical Nurse will:

- FF-7-1 Demonstrates the ability to provide administrative support to Ophthalmic Program:**
- acts as liaison between physicians and staff in the clinic
 - interview potential employees, hires, disciplines or terminates as needed
 - ensures all employees are oriented according to orientation guidelines
 - ensures staffing compliment is adequate to meet Operating Room requirements
 - completes staff performance appraisals
 - receives sick calls and makes arrangements for staff to cover
 - signs and controls overtime and calculates time cards bi monthly
 - plans and conducts all staff meetings
 - implements and monitors procedural changes
 - ensures that procedure manual and job descriptions are updated
 - orders new instruments and supplies as needed and keeps instruments in good condition
 - checks accuracy of all operative reports
 - delegates responsibilities as appropriate
 - proofs operative reports after corrections or dictation
 - monitors budget
 - prepares a quarterly report regarding program activities
 - facilitates data and chart reviews for research purposes
 - facilitates ongoing continuing education for staff.

Competency: **FF-7**

**Provide Administrative Support
to the Ophthalmic Program**

Page: 2

A Licensed Practical Nurse will:

FF-7-2 Demonstrates ability to provide overall supervision of clinical aspects of program:

- ensures communication of clinical changes to staff
- reviews charts pre-operatively for accuracy and completeness
- meets patients pre-op with the doctor, if appropriate
- document when client teaching is completed by physician
- ensure the incision placement has been determined
- ensures all lens powers are chosen accurately
- checks supplies on hand according to quota required
- ensure laser worksheets are prepared for calculations and signed by physician when completed.

GG: Immunization Specialty

Major Competency Area: **GG**
Immunization Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **GG-1**
**Authorization and Certification
in Immunization**

Date: September 1, 2005

A Licensed Practical Nurse will:

GG-1-1 Demonstrate understanding of restricted activity in LPN Regulations authorizing immunizations:

“Only regulated members who have completed advanced training in immunizations approved by Council are authorized to perform the restricted activity of administering vaccines for the purpose of providing immunizations under the following conditions:

- the recipient of the immunization is 5 years of age or older;
- the employer of the regulated member has protocols respecting immunizations;
- an authorized practitioner is available for consultation while the restricted activity is being performed.”

Health Professions Act LPN Regulation 2003

GG-1-2 Demonstrate ability to successfully complete the approved immunization certification course:

- Immunity
- Common communicable diseases
- Common immunizing / biological agents
- Immunization guidelines, standards and principles
- Principles of communicable disease control.

Note: LPNs who administer vaccines must complete the specialized education approved by CLPNA.

Major Competency Area: **GG**
Immunization Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **GG-2**
**Immunity and Communicable
Disease Control**

Date: September 1, 2005

A Licensed Practical Nurse will:

GG-2-1 Demonstrate knowledge of the concept of immunity.

GG-2-2 Demonstrate ability to explain the pathophysiology and manifestations of common communicable diseases and diseases preventable through immunization.

GG-2-3 Demonstrate ability to describe the principles of Communicable Disease Control.

GG-2-4 Demonstrate knowledge of national and provincial standards of immunization.

GG-2-5 Demonstrate ability to describe the rationale for immunization schedules to prevent communicable disease.

GG-2-6 Demonstrate ability to differentiate between immunization schedules for adults, children, and a variety of populations.

Major Competency Area: **GG**

Immunization Specialty

Priority: **One**

Restricted Activity Authorization

Competency: **GG-3**

**Principles of Immunizing
/ Biological Agents**

Date: September 1, 2005

A Licensed Practical Nurse will:

GG-3-1 Demonstrate knowledge of the action, purpose, uses and nature of common immunizing / biological agents.

GG-3-2 Demonstrate ability to identify the factors which affect the action of immunizing / biological agents.

GG-3-3 Demonstrate ability to identify side effects, adverse affects, and contraindications of common immunizing / biological agents, and report appropriately.

GG-3-4 Demonstrate ability to adhere to the legal responsibilities, policy, procedure, and scope of practice in the preparation and administration of immunizing / biological agents.

GG-3-5 Demonstrate ability to adhere to the standard of the “rights” for administering medications.

GG-3-6 Demonstrate ability to maintain the cold chain in the transportation and storage of immunizing / biological agents.

Major Competency Area: **GG**
Immunization Specialty

Priority: **One**
Restricted Activity Authorization

Competency: **GG-4**
**Assessment of Client Prior
to Immunization**

Date: September 1, 2005

A Licensed Practical Nurse will:

- GG-4-1 Demonstrate ability to establish the need for the administration of an immunizing / biological agent.**
- GG-4-2 Demonstrate ability to review the pertinent health information of the client prior to the immunization.**
- GG-4-3 Demonstrate ability to identify risk factors and contraindications to the immunization and report appropriately.**
- GG-4-4 Demonstrate ability to document assessment and nursing actions related to risk factors.**

Major Competency Area: **GG**

Immunization Specialty

Priority: **One**

Restricted Activity Authorization

Competency: **GG-5**

**Informed Consent and
Client Teaching**

Date: September 1, 2005

A Licensed Practical Nurse will:

GG-5-1 Demonstrate knowledge and ability to ensure the client or parent has sufficient information to give informed consent to the immunization:

- name of immunizing / biological agent to be administered
- disease being prevented
- benefits of immunizing / biological agent
- common side effects
- risks and rare side effects
- rationale for 15-30 minute wait following injection
- contacts for follow-up or emergency.

GG-5-2 Demonstrate ability to witness client or parent consent for immunization using appropriate agency protocol.

Major Competency Area: **GG**

Immunization Specialty

Priority: **One**

Restricted Activity Authorization

Competency: **GG-6**

**Prepare Immunizing
/ Biological Agents**

Date: September 1, 2005

A Licensed Practical Nurse will:

GG-6-1 Demonstrate ability to perform critical elements to ensure safety in the preparation and administration of immunizing/biological agent.

GG-6-2 Demonstrate ability to check for the correct name and expiration date of the immunizing / biological agent.

GG-6-3 Demonstrate ability to properly prepare immunizing / biological agent for injection.

GG-6-4 Demonstrate ability to use proper technique to draw immunizing / biological agent from vial or ampoule.

GG-6-5 Demonstrate ability to maintain asepsis in changing needle to appropriate size for injection into client.

GG-6-6 Demonstrate ability to properly label multi-dose vials.

GG-6-7 Demonstrate ability to properly dispose of sharps and to store or discard unused medication.

Major Competency Area: **GG**

Immunization Specialty

Priority: **One**

Restricted Activity Authorization

Competency: **GG-7**

**Administer Immunizing
/ Biological Agents**

Date: September 1, 2005

A Licensed Practical Nurse will:

GG-7-1 Demonstrate ability to check client's name, immunizing/biological agent, dosage, route, site, and time of administration.

GG-7-2 Demonstrate ability to explain steps of the procedure and the pertinent information regarding the immunization to the client or parent.

GG-7-3 Demonstrate ability to prepare the environment for administering the injection.

GG-7-4 Demonstrate ability to select site and landmark site for injection.

GG-7-5 Demonstrate ability to use proper technique to administer intramuscular, subcutaneous, and intradermal injection.

GG-7-6 Demonstrate ability to dispose of sharps, used equipment and supplies.

GG-7-7 Demonstrate ability to record the immunizing / biological agent administration and client's response.

GG-7-8 Demonstrate ability to document and report any undesirable effects from medication appropriately.