Continuing Competency Profile for Licensed Practical Nurses of Nova Scotia

A Dynamically Regulated Profession Committed to Excellence

College of Licensed Practical Nurses of Nova Scotia regulates the practice of Licensed Practical Nurses in the province in the interest of the public.

Revised
September 2012
Acknowledgement

The College of Licensed Practical Nurses of Nova Scotia would like to acknowledge the many individuals who participated in the development of the original and revised competency document for LPNs. The process involved consultation with individuals, groups, and numerous LPN focus groups. The participants represented health authorities, private employers, clinical nurse educators, nurse managers, nurse leaders and licensed practical nurses from across the province.

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

CLPNNS Contact Information

College of Licensed Practical Nurse of Nova Scotia
7071 Bayers Road, Suite 302
Halifax, Nova Scotia B3L 2C2

Phone: 902-423-8517 or 1-800-718-8517
Fax: 902-425-6811
Web: www.clpnns.ca

May 2008
Revision: September 2012
# Table of Contents

- **Introduction** .......................................................................................................... ix
- **Competency Profile Chart** ................................................................................. xiii
- **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 ....................................................................................................... 10
  - A8: Nursing Science .................................................................................................. 12
  - A9: Communication ................................................................................................... 14
- **B: Nursing Process** ............................................................................................... 15
  - B1: Assessment ......................................................................................................... 16
  - B2: Planning ............................................................................................................. 19
  - B3: Implementation .................................................................................................... 20
  - B4: Evaluation ......................................................................................................... 21
- **C: Safety** .............................................................................................................. 22
  - C1: Fire Emergency ............................................................................................... 23
  - C2: Disaster Emergencies ....................................................................................... 24
  - C3: Bomb Threat ..................................................................................................... 25
  - C4: Missing Client Situation ................................................................................... 26
  - C5: Personal Protection Devices ............................................................................. 27
  - C6: Standard Precautions ....................................................................................... 28
  - C7: Infection Control .............................................................................................. 29
  - C8: Handling and Disposal of Sharps .................................................................... 30
  - C9: WHMIS and Transportation of Dangerous Goods ............................................ 31
  - C10: Handling of Bio-Medical Waste ..................................................................... 32
  - C11: Refusal of Treatment ...................................................................................... 33
  - C12: Maintain Physical Safety of Client .................................................................. 34
  - C13: Safe Work Practices ....................................................................................... 36
  - C14: Safety Reports and Documentation .................................................................. 37
<table>
<thead>
<tr>
<th>Section</th>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>D:</td>
<td>Communication and Interpersonal Skills</td>
<td>38</td>
</tr>
<tr>
<td>D1</td>
<td>Effective Communication</td>
<td>39</td>
</tr>
<tr>
<td>D2</td>
<td>Therapeutic Nurse - Client Relationship</td>
<td>40</td>
</tr>
<tr>
<td>D3</td>
<td>Functioning as an Effective Team Member</td>
<td>42</td>
</tr>
<tr>
<td>D4</td>
<td>Client and Family Teaching</td>
<td>43</td>
</tr>
<tr>
<td>D5</td>
<td>Legal Protocols, Documenting and Reporting</td>
<td>45</td>
</tr>
<tr>
<td>D6</td>
<td>Accept, Transcribe and Initiate Orders</td>
<td>47</td>
</tr>
<tr>
<td>D7</td>
<td>Conflict Management</td>
<td>48</td>
</tr>
<tr>
<td>D8</td>
<td>Time Management</td>
<td>49</td>
</tr>
<tr>
<td>E:</td>
<td>Nursing Practice</td>
<td>50</td>
</tr>
<tr>
<td>E1</td>
<td>Critical Thinking</td>
<td>51</td>
</tr>
<tr>
<td>E2</td>
<td>Clinical Judgment and Decision Making</td>
<td>52</td>
</tr>
<tr>
<td>E3</td>
<td>CPR and Code Procedure</td>
<td>53</td>
</tr>
<tr>
<td>E4</td>
<td>Admission Procedures</td>
<td>54</td>
</tr>
<tr>
<td>E5</td>
<td>Nursing Diagnosis</td>
<td>55</td>
</tr>
<tr>
<td>E6</td>
<td>Client Transfer, Discharge and Referral</td>
<td>56</td>
</tr>
<tr>
<td>E7</td>
<td>Activities of Daily Living</td>
<td>57</td>
</tr>
<tr>
<td>E8</td>
<td>Mobility of Clients</td>
<td>58</td>
</tr>
<tr>
<td>E9</td>
<td>Nutrition / Hydration</td>
<td>59</td>
</tr>
<tr>
<td>E10</td>
<td>Elimination</td>
<td>60</td>
</tr>
<tr>
<td>E11</td>
<td>Medical / Surgical Asepsis</td>
<td>61</td>
</tr>
<tr>
<td>E12</td>
<td>Peritoneal Dialysis</td>
<td>62</td>
</tr>
<tr>
<td>E13</td>
<td>Foot Care</td>
<td>63</td>
</tr>
<tr>
<td>E14</td>
<td>Wound Care</td>
<td>65</td>
</tr>
<tr>
<td>E15</td>
<td>Specimen Collection and Testing</td>
<td>66</td>
</tr>
<tr>
<td>E16</td>
<td>Resource Utilization</td>
<td>67</td>
</tr>
<tr>
<td>E17</td>
<td>Post Mortem Care</td>
<td>68</td>
</tr>
<tr>
<td>F:</td>
<td>Respiratory Care</td>
<td>69</td>
</tr>
<tr>
<td>F1</td>
<td>Airway Management</td>
<td>70</td>
</tr>
<tr>
<td>F2</td>
<td>Oxygen Therapy</td>
<td>71</td>
</tr>
<tr>
<td>F3</td>
<td>Suctioning</td>
<td>72</td>
</tr>
<tr>
<td>F4</td>
<td>Respiratory Treatments</td>
<td>73</td>
</tr>
<tr>
<td>F5</td>
<td>Tracheostomy Care</td>
<td>74</td>
</tr>
<tr>
<td>F6</td>
<td>Chest Tubes</td>
<td>75</td>
</tr>
<tr>
<td>Section</td>
<td>Description</td>
<td>Page</td>
</tr>
<tr>
<td>---------</td>
<td>-------------</td>
<td>------</td>
</tr>
<tr>
<td>G: Surgical Nursing</td>
<td>Knowledge of Surgical Procedures</td>
<td>77</td>
</tr>
<tr>
<td>G1:</td>
<td>Knowledge of Surgical Procedures</td>
<td>78</td>
</tr>
<tr>
<td>G2:</td>
<td>Perioperative Teaching</td>
<td>79</td>
</tr>
<tr>
<td>G3:</td>
<td>Pre-operative Care</td>
<td>80</td>
</tr>
<tr>
<td>G4:</td>
<td>Post-operative Care</td>
<td>81</td>
</tr>
<tr>
<td>G5:</td>
<td>Wounds, Tubings and Drains</td>
<td>82</td>
</tr>
<tr>
<td>G6:</td>
<td>Removal of Staples and Sutures</td>
<td>83</td>
</tr>
<tr>
<td>H: Orthopaedic Nursing</td>
<td>Knowledge of Orthopaedic Nursing</td>
<td>84</td>
</tr>
<tr>
<td>H1:</td>
<td>Knowledge of Orthopaedic Nursing</td>
<td>85</td>
</tr>
<tr>
<td>H2:</td>
<td>Cast Care</td>
<td>86</td>
</tr>
<tr>
<td>H3:</td>
<td>Traction and External Fixators</td>
<td>88</td>
</tr>
<tr>
<td>H4:</td>
<td>Splints and Braces</td>
<td>89</td>
</tr>
<tr>
<td>I: Neurological / Neurovascular Nursing</td>
<td>Neurological / Neurovascular Assessment</td>
<td>90</td>
</tr>
<tr>
<td>I1:</td>
<td>Neurological / Neurovascular Assessment</td>
<td>91</td>
</tr>
<tr>
<td>I2:</td>
<td>Seizures</td>
<td>93</td>
</tr>
<tr>
<td>I3:</td>
<td>Spinal Precautions</td>
<td>94</td>
</tr>
<tr>
<td>I4:</td>
<td>Support to the Client / Family</td>
<td>95</td>
</tr>
<tr>
<td>J: Cardiovascular Nursing</td>
<td>Knowledge of Cardiovascular Disorders and Diseases</td>
<td>96</td>
</tr>
<tr>
<td>J1:</td>
<td>Knowledge of Cardiovascular Disorders and Diseases</td>
<td>97</td>
</tr>
<tr>
<td>K: Maternal / Newborn Care</td>
<td>Prenatal Care, Assessment and Teaching</td>
<td>99</td>
</tr>
<tr>
<td>K1:</td>
<td>Prenatal Care, Assessment and Teaching</td>
<td>100</td>
</tr>
<tr>
<td>K2:</td>
<td>Knowledge and Assessment of Labour</td>
<td>102</td>
</tr>
<tr>
<td>K3:</td>
<td>Assist with Managing Labour</td>
<td>103</td>
</tr>
<tr>
<td>K4:</td>
<td>Assist with Delivery</td>
<td>104</td>
</tr>
<tr>
<td>K5:</td>
<td>Postpartum Care and Teaching</td>
<td>105</td>
</tr>
<tr>
<td>K6:</td>
<td>Prenatal / Pre-operative Care and Teaching</td>
<td>107</td>
</tr>
<tr>
<td>K7:</td>
<td>Postnatal / Post-operative Care and Teaching</td>
<td>108</td>
</tr>
<tr>
<td>K8:</td>
<td>Knowledge and Teaching of Newborn Care</td>
<td>109</td>
</tr>
<tr>
<td>L: Paediatrics</td>
<td>Knowledge, Assessment and Care of Paediatric Client / Family</td>
<td>110</td>
</tr>
<tr>
<td>L1:</td>
<td>Knowledge, Assessment and Care of Paediatric Client / Family</td>
<td>111</td>
</tr>
<tr>
<td>L2:</td>
<td>Interventions and Safety Procedures</td>
<td>113</td>
</tr>
<tr>
<td>L3:</td>
<td>Support and Teaching to Client / Family</td>
<td>114</td>
</tr>
<tr>
<td>L4:</td>
<td>Knowledge and Use of Paediatric Equipment</td>
<td>116</td>
</tr>
</tbody>
</table>
### Licensed Practical Nurses of Nova Scotia – Competency Profile

#### Table of Contents

<table>
<thead>
<tr>
<th>Category</th>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>M:</strong> Mental Health Nursing</td>
<td>Knowledge and Assessment of Mental Health and Illness</td>
<td>117</td>
</tr>
<tr>
<td><strong>M:</strong> Mental Health Nursing</td>
<td>Behaviour Management</td>
<td>118</td>
</tr>
<tr>
<td><strong>M:</strong> Mental Health Nursing</td>
<td>Prevention and Intervention in Suicide</td>
<td>122</td>
</tr>
<tr>
<td><strong>M:</strong> Mental Health Nursing</td>
<td>Substance Abuse Interventions</td>
<td>124</td>
</tr>
<tr>
<td><strong>M:</strong> Mental Health Nursing</td>
<td>Mental Health Treatments and Interventions</td>
<td>126</td>
</tr>
<tr>
<td><strong>M:</strong> Mental Health Nursing</td>
<td>Legal Protocols and Documentation Requirements</td>
<td>128</td>
</tr>
<tr>
<td><strong>N:</strong> Emergency Nursing</td>
<td>Multi-Systems Assessment</td>
<td>129</td>
</tr>
<tr>
<td><strong>N:</strong> Emergency Nursing</td>
<td>Identify Priority Needs</td>
<td>130</td>
</tr>
<tr>
<td><strong>N:</strong> Emergency Nursing</td>
<td>Nursing Interventions</td>
<td>133</td>
</tr>
<tr>
<td><strong>N:</strong> Emergency Nursing</td>
<td>Assist with Emergency Interventions</td>
<td>134</td>
</tr>
<tr>
<td><strong>O:</strong> Gerontology Nursing</td>
<td>Aging Process and Health Problems</td>
<td>138</td>
</tr>
<tr>
<td><strong>O:</strong> Gerontology Nursing</td>
<td>Support and Teaching</td>
<td>139</td>
</tr>
<tr>
<td><strong>O:</strong> Gerontology Nursing</td>
<td>Nursing Interventions</td>
<td>141</td>
</tr>
<tr>
<td><strong>O:</strong> Gerontology Nursing</td>
<td>Assessment for Appropriate Placement</td>
<td>142</td>
</tr>
<tr>
<td><strong>O:</strong> Gerontology Nursing</td>
<td>Safety Procedures</td>
<td>144</td>
</tr>
<tr>
<td><strong>O:</strong> Gerontology Nursing</td>
<td>Communication and Advocacy</td>
<td>145</td>
</tr>
<tr>
<td><strong>P:</strong> Palliative Care</td>
<td>Assess Physiological Change</td>
<td>147</td>
</tr>
<tr>
<td><strong>P:</strong> Palliative Care</td>
<td>Pain Management and Symptom Control</td>
<td>148</td>
</tr>
<tr>
<td><strong>P:</strong> Palliative Care</td>
<td>Psychological and Emotional Support</td>
<td>149</td>
</tr>
<tr>
<td><strong>P:</strong> Palliative Care</td>
<td>Care and Comfort Measures</td>
<td>150</td>
</tr>
<tr>
<td><strong>P:</strong> Palliative Care</td>
<td>Support Services</td>
<td>151</td>
</tr>
<tr>
<td><strong>Q:</strong> Rehabilitation Nursing</td>
<td>Respect for the Family’s Rights and Wishes</td>
<td>152</td>
</tr>
<tr>
<td><strong>P:</strong> Palliative Care</td>
<td>Post Mortem Care and Documentation</td>
<td>153</td>
</tr>
<tr>
<td><strong>Q:</strong> Rehabilitation Nursing</td>
<td>Apply the Rehabilitation Process</td>
<td>154</td>
</tr>
<tr>
<td><strong>Q:</strong> Rehabilitation Nursing</td>
<td>Assessment and Provision of Rehabilitation Process</td>
<td>156</td>
</tr>
<tr>
<td><strong>Q:</strong> Rehabilitation Nursing</td>
<td>Support and Teaching</td>
<td>157</td>
</tr>
<tr>
<td><strong>Q:</strong> Rehabilitation Nursing</td>
<td>Collaboration</td>
<td>159</td>
</tr>
<tr>
<td><strong>Q:</strong> Rehabilitation Nursing</td>
<td>Discharge Planning</td>
<td>160</td>
</tr>
</tbody>
</table>
## Licensed Practical Nurses of Nova Scotia – Competency Profile

### Table of Contents

#### R: Community Health
- Knowledge of Community Health .......................................................... 163
- Nursing Process and Community Health .................................................. 164
- Client Services ......................................................................................... 165
- Primary Health Care .............................................................................. 167
- Community Health .............................................................................. 168
- Preventative Health ............................................................................. 169
- Health Teaching ................................................................................ 170

#### S: Clinic Based Nursing
- Knowledge of Clinic Based Nursing ...................................................... 172
- Assessment and Prioritizing of Client Needs ......................................... 173
- Nursing Interventions ........................................................................ 174
- Coordinate Client Referral .................................................................. 176
- Support and Teaching ........................................................................ 177
- Ear Syringing .................................................................................... 178

#### T: Occupation Health and Safety
- Knowledge of Occupational Health and Safety Nursing ...................... 180
- Application of Nursing Process ............................................................. 181
- Health and Safety Promotion ................................................................. 182
- Collaborate with Health Professionals ................................................ 183
- Respond to Emergency Situations ......................................................... 184
- Provision of Support for Program ......................................................... 185

#### U: Medication Administration
- Pharmacology and Principles of Administration of Medications ........... 187
- Assess Client Need for Medication ....................................................... 188
- Processing Medication Orders ............................................................... 189
- Access Resources and Information ....................................................... 190
- Calculating Medication Dosages ......................................................... 191
- Preparation of Medications ................................................................. 192
- Administration of Medications ............................................................ 193
- Prepare and Administer Injections .................................................... 195
- Nitrous Oxide .................................................................................. 197
- Support and Teaching ....................................................................... 198
- Monitoring Drug Effectiveness ......................................................... 199
- Storage and Disposal Procedures ...................................................... 200
- Drug Counts of Controlled Medications ............................................ 201
- Diagnostic Imaging Contrast Agents ................................................ 202
- Professional Accountability in Medication Administration .............. 203
# Table of Contents

## V: Infusion Therapy

- V1: Knowledge of Intravenous Therapy ........................................................................................................................................................................ 205
- V2: Peripheral Intravenous Therapy ........................................................................................................................................................................ 206
- V3: Initiate and Discontinue Peripheral Infusion ....................................................................................................................................................... 208
- V4: Care of a Central Line ...................................................................................................................................................................................... 209
- V5: Care of a Central Line in Specific Settings ............................................................................................................................................... 210
- V6: Hypodermoclysis .............................................................................................................................................................................................. 211
- V7: Blood Transfusion .......................................................................................................................................................................................... 213

## W: Professionalism

- W1: LPN Regulation ............................................................................................................................................................................................ 216
- W2: Licensed Practical Nurse Scope of Practice ........................................................................................................................................ 217
- W3: Professional Standards of Practice ......................................................................................................................................................... 218
- W4: Professional Ethics ...................................................................................................................................................................................... 219
- W5: Professional Accountability ........................................................................................................................................................................ 220
- W6: Confidentiality ............................................................................................................................................................................................ 221
- W7: Professional Boundaries ........................................................................................................................................................................... 222
- W8: Fitness to Practice ...................................................................................................................................................................................... 223
- W9: Continuing Competence and Professional Development ..................................................................................................................... 224
- W10: Policy and Procedures ........................................................................................................................................................................... 225
- W11: Nursing and Clinical Research ............................................................................................................................................................. 226

## X: Licensed Practical Nurse Leadership Role

- X1: Leadership Skills ............................................................................................................................................................................................ 228
- X2: Team Lead Role ............................................................................................................................................................................................ 230
- X3: Organizational Structure ........................................................................................................................................................................... 233
- X4: Risk Management ...................................................................................................................................................................................... 234
- X5: Planning Process ........................................................................................................................................................................................ 235
- X6: Human Resource Management ............................................................................................................................................................. 236
- X7: Mentoring ................................................................................................................................................................................................. 237
- X8: Assignment to Unregulated Health Care Providers ............................................................................................................................. 238
- X9: Organize and Facilitate Meetings ............................................................................................................................................................. 239

## Y: Orthopaedic Specialty

- Y1: Authorization and Standards ........................................................................................................................................................................... 241
- Y2: Knowledge and Application of Orthopaedic Specialty ............................................................................................................................ 242
- Y3: Application of Orthopaedic Devices ....................................................................................................................................................... 245
- Y4: Cast and Splint Care ................................................................................................................................................................................... 246
- Y5: Application and Monitoring of Traction ............................................................................................................................................... 247
**Licensed Practical Nurses of Nova Scotia – Competency Profile**  
**Table of Contents**  

<table>
<thead>
<tr>
<th>Specialty</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Z: Perioperative Nursing Specialty</strong></td>
<td>249</td>
</tr>
<tr>
<td>Z1: Authorization and Standards</td>
<td>250</td>
</tr>
<tr>
<td>Z2: Knowledge and Application of Perioperative Nursing</td>
<td>251</td>
</tr>
<tr>
<td>Z3: Knowledge and Application of Scrub Role</td>
<td>253</td>
</tr>
<tr>
<td>Z4: Knowledge and Application of Circulating Role</td>
<td>255</td>
</tr>
<tr>
<td>Z5: Knowledge and Assistance to the Anaesthetist</td>
<td>258</td>
</tr>
<tr>
<td>Z6: Knowledge and Application of Prep Room Role</td>
<td>259</td>
</tr>
<tr>
<td><strong>AA: Dialysis Nursing Specialty</strong></td>
<td>260</td>
</tr>
<tr>
<td>AA1: Authorization and Standards</td>
<td>261</td>
</tr>
<tr>
<td>AA2: Knowledge of Dialysis Nursing</td>
<td>262</td>
</tr>
<tr>
<td>AA3: Assessment and Nursing Care of Dialysis Client</td>
<td>263</td>
</tr>
<tr>
<td>AA4: Initiate, Monitor and Discontinue Dialysis Treatment</td>
<td>264</td>
</tr>
<tr>
<td><strong>BB: Additional Education in Neonatal Resuscitation</strong></td>
<td>265</td>
</tr>
<tr>
<td>BB1: Knowledge of Neonatal Resuscitation</td>
<td>266</td>
</tr>
<tr>
<td><strong>CC: Additional Education in Foot Care</strong></td>
<td>268</td>
</tr>
<tr>
<td>CC1: Authorization and Standards</td>
<td>269</td>
</tr>
<tr>
<td>CC2: Additional Education in Foot Care</td>
<td>270</td>
</tr>
<tr>
<td><strong>DD: Additional Education in Phlebotomy Techniques</strong></td>
<td>271</td>
</tr>
<tr>
<td>DD1: Knowledge and Ability to Perform Phlebotomy</td>
<td>272</td>
</tr>
<tr>
<td><strong>EE: Licensed Practical Nurse Educator Role</strong></td>
<td>274</td>
</tr>
<tr>
<td>EE1: Knowledge of Nursing Education</td>
<td>275</td>
</tr>
<tr>
<td>EE2: Knowledge of Practical Nursing</td>
<td>276</td>
</tr>
<tr>
<td>EE3: Knowledge of Curriculum Development and Revision</td>
<td>277</td>
</tr>
<tr>
<td>EE4: Knowledge and Application of Various Delivery Methods</td>
<td>278</td>
</tr>
<tr>
<td>EE5: Managing the Learning Environment</td>
<td>279</td>
</tr>
<tr>
<td>EE6: Facilitation of Learning</td>
<td>280</td>
</tr>
<tr>
<td>EE7: Utilization of Effective Communication</td>
<td>281</td>
</tr>
<tr>
<td>EE8: Evaluation of Learning</td>
<td>282</td>
</tr>
<tr>
<td>EE9: Participation in Professional Development</td>
<td>283</td>
</tr>
<tr>
<td>EE10: Evaluation of Own Performance</td>
<td>284</td>
</tr>
</tbody>
</table>
Introduction

This Competency Profile describes the knowledge, skill and judgment required of a Licensed Practical Nurse (LPN) in Nova Scotia as outlined in the Licensed Practical Nurse Act, Regulations (2006), and CLPNNS Standards of Practice.

The competencies outlined in this document reflect the Legislated (Professional) Scope of Practice for Nova Scotia LPNs. Each LPN has a set of competencies that are specific to their individual practice, workplace, or clinical setting and make up that LPN's Individual Scope of Practice. No one LPN will possess all of the competencies described in this document.

The level of skill that an LPN has in a required competency will vary from person to person because of differences in their clinical opportunities and overall practice settings. However, each LPN is expected to maximize their individual scope of practice by working towards proficiency in the set of competencies specific to their practice context. To comply with the annual mandatory Continuing Competency Program, each LPN must regularly assess their own skills within their individual scope of practice and the context of their practice.

Entry-Level Competencies (ELC) are the education, knowledge, skills, and abilities expected of every entry-level licensed practical nurse in Nova Scotia. LPNs use these competencies to provide nursing care in a variety of settings, and to clients of all age groups. The competencies defined in the LPN Competency Profile may be attained in different ways: through formal education (the practical nursing program), through clinical experience, or through on-the-job mentorship.

Some competencies are obtained through education, training and clinical experiences which are beyond the practical nursing program. Beyond Entry-Level Competencies (BELC) are those skills gained through additional education and clinical practice. BELCs may be either formal or informal.

Informal BELCs are new technical skills/competencies built on existing fundamental LPN knowledge and education. The educational and clinical opportunities necessary to support informal BELCs can usually be provided on-the-job by a mentor or preceptor.

Formal BELCs are new technical skill/competencies built on advanced (or new) LPN knowledge and education. The educational and clinical opportunities necessary to support formal BELCs require a structured educational program/session made up of a learning module, clinical learning opportunity, and policy that outlines a process for documenting the achievement and maintenance of competency (e.g. training in hemodialysis or application of a VAC dressing, or completion of a post-graduate perioperative program).

The employer retains the accountability:

1. To determine whether a BELC is formal or informal.
2. To access or develop the necessary organizational learning modules, clinical learning opportunities, and operational policies.
3. To monitor and document an individual nurse’s initial and ongoing competence.

Beyond Entry Level Competencies in the Competency Profile are identified by shading.
This CLPNNS Continuing Competency Profile document was developed using the Scope of Practice for LPNs prescribed under Regulations for LPNs pursuant to the Licensed Practical Nurse Act (2006); it does not alter or expand the legislated scope of practice for the profession. LPNs are expected to have the knowledge, skill and judgment to be proficient in competencies pertinent to their practice context. It is expected that as LPNs gain experience, mentoring and employment based learning, their individual scopes of practice and proficiency in their individual competencies will broaden.

**Competency**
Mastery of any competency listed in this profile, in of itself, does not necessarily mean the LPN can engage in its practice\(^1\) independently. The independence of LPN practice is based on the context of practice. This means the more predictable\(^2\) the client, the more independence of the LPN practice. Conversely, as the needs of the client change and become less predictable or more variable, the greater the need for the LPN to collaborate with an appropriate care provider to make decisions together.

Context of practice is the sum total of a relationship between three variables:

1. **Nurse Competency**: A nurses’ knowledge, skill and judgment to master a psychomotor task
2. **Client Needs**: Plan of care, including priority problems, outcomes, interventions and the level of predictability or complexity
3. **Practice Environment**: Clinical mentors, practice supports (resources, references, equipment) and policy.

The conceptual model of LPN scope of practice in Nova Scotia is based on the relationship between the context of practice, plan of care and level of practice. When the client needs are determined to be predictable-as made evident by the plan of care- LPN practice is considered to be independent. This means the LPN uses the established plan of care to guide their decision making for the client.

![Conceptual Model of LPN Scope of Practice](image)

The elements in the LPN scope of practice are always in relationship with each other. A change in client needs creates a shift in the context of practice. This results in a change to the plan of care, which may create a change in the level of independence of the practice of the LPN. It is critical to understand that a shift in one element almost always causes a shift in the others.

LPNs can perform skills/competencies and care for clients with changing or unpredictable needs. They do so in consultation\(^3\) or under direction or guidance\(^4\) of an appropriate care provider.

---

\(^1\) Decision making and action
\(^2\) The extent to which the clients responses to the interventions and the elements of the plan of care can be readily anticipated
\(^3\) Sharing assessment findings and seeking advise to make sure the plan or interventions will sufficiently meet the changing clients needs.
\(^4\) The appropriate care provider interprets new or unpredictable changing data and creates or re-creates the plan - including interventions- and assigns the interventions to the LPN.
The Evolution of the Nova Scotia LPN Competency Profile

This Competency Profile document is meant to be a “living document” and will evolve and change as nursing practice evolves and changes. New competencies have been added to this version to reflect changes in legislation and entry level competencies for LPNs in Nova Scotia.

Purpose of the Nova Scotia LPN Continuing Competency Profile

The purpose of this Profile is to assist members by providing a foundation for the College of Licensed Practical Nurses of Nova Scotia’s mandatory Continuing Competency Program and provide a reference for the LPNs individual ongoing self-assessment of competence.

Further to this, this Profile will also:

- Assist practical nurse educators by:
  - Providing direction to post-secondary institutional programs regarding essential curriculum components and the review and recognition of those components.

- Assist the public by:
  - Ensuring that LPNs provide safe, competent, and ethical care to the people of Nova Scotia.

- Assist employers by:
  - Serving as a guideline for the development of competency assessment tools and methods, performance-management systems, and LPN role descriptions.

- Assist government by:
  - Providing baseline information and reference for long-term health human resource planning for health care.

- Assist licensed practical nurses by:
  - Providing benchmarks for safe, competent, and ethical care.

Structure of the LPN Continuing Competency Profile

This continuing competency profile document is organized into competency bands A-GG. Each competency band contains several individual competencies. Each individual competency may contain elements and sub-elements. There may be overlap between these individual competencies, elements and sub-elements.

An Appendix has been added to the end of this document to identify relevant terms, CLPNNS documents, and other useful resources that may assist the reader in clarifying LPN practice in the province of Nova Scotia.
Expectations of the Licensed Practical Nurse

The LPN is accountable for:

- Their own actions (including inaction), as they relate to their practice, care provision, consultation with others and assignment of care, at all times;
- Practicing within their own level of competence, and seeking guidance and direction from the appropriate healthcare professional(s) when aspects of care (or decisions regarding care) are beyond their individual level of competence;
- Knowing and meeting the CLPNNS Standards of Practice and competencies (including new competencies as required by the employment setting);
- Understanding the legislated scope of practice as documented in legislation and regulation;
- Actively identifying and asking questions of self, colleagues, and clients;
- Knowing that the person who they consult with, or seek advice from, is competent to provide advice in a given situation;
- Practicing collaboratively and cooperatively as part of the nursing care delivery model, respecting the contributions of each professional, to ensure safe, competent care;
- Identifying when client acuity and/or complexity and/or variability increase, and seeking additional support from other health care professionals. The additional support may involve:
  - Increased consultation
  - Sharing part of a client assignment
  - Re-assignment of the client to an RN colleague
- Seeking access to supports and resources to better provide safe and competent care;
- Performing an ongoing self-assessment of their competency in their current context of practice; identifying learning needs and/or learning goals; and developing, implementing and evaluating (using critical reflection) a plan of action to meet their learning needs or goals.
A: Nursing Knowledge
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 / circulatory system
  - digestive system
  - endocrine system
  - genitourinary system
  - immune / lymphatic system
  - integumentary 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

Competency: A-2

Microbiology

Date: July 25, 2012

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

Competency: A-3
Pathophysiology

Date: July 25, 2012

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 **Explain common medical management in relation to pharmacology, surgery, anaesthesia and treatments.**

A-3-9 **Apply the nursing process to the care of clients with common health problems.**

A-3-10 **Describe the etiology and medical treatment of common mental disorders.**
(See Competency Band M).

A-3-11 **Describe the common referral agencies and resources for mental health.**
Major Competency Area: A

Nursing Knowledge

Competency: A-4
Medical Terminology

Date: July 25, 2012

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 and nursing 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

Competency: A-5
Growth and Development

Date: July 25, 2012

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 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

Competency: A-6

Nutrition

Date: July 25, 2012

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 such as:
  • cultural
  • socio-economic
  • 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 Licensed Practical Nurse will:

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

Competency: A-7

Pharmacology

Date: July 25, 2012

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 Understand normal lab values and recognize variations in normal values.
A-7-6 Describe the common effects of drugs such as:
  - 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.”
Competency: A-7  
Pharmacology

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 common medication actions.

A-7-17 Identify roles and responsibilities of physician / nurse practitioner in prescribing and pharmacists in the dispensing of drugs.

A-7-18 Identify the common routes of medication administration.

A-7-19 Identify the principles of best practice and safe administration of medication:
  • patient assessment, before, during and after administration
  • “rights”
  • Documentation after administration
  • policy and procedures
  • safe disposal

A-7-20 Describe the purpose and application of common pharmacological references and resources.

A-7-21 Differentiate between drug abuse and drug misuse.

A-7-22 Differentiate between physiological and psychological dependence.
Major Competency Area: A
Nursing Knowledge

A Licensed Practical Nurse will:

A-8-1 Describe the steps of the nursing process – assessment, nursing diagnosis, planning, implementation, documentation 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 such as:
- 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 professional, ethical and legal, aspects of nursing.
A Licensed Practical Nurse will:

A-8-10 Understand the role of the LPN within the health care system such as:
• relationship to other health professionals
• responsibility and accountability
• scope of practice/overlapping scope & skills
• regulated health care professionals, standards of practice, code of ethics, etc.

A-8-11 Explain the concepts of professional accountability, responsibility for competence, and lifelong learning (continuing competency program).

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 primary health care and the LPN role in primary health care.

A-8-15 Describe common complementary and alternative therapies.
Major Competency Area: A

Nursing Knowledge

Competency: A-9
Communication

Date: July 25, 2012

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 verbal and non-verbal communication when interacting with clients, families, colleagues, co-workers and the public.
A-9-5  Describe the components of 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 as the LPN assumes a formal or informal leadership role.
A-9-13 Describe the purpose and use of common communication devices.
B: Nursing Process
Major Competency Area: B

Nursing Process

Competency: B-1

Assessment

Date: July 25, 2012

A Licensed Practical Nurse will:

B-1-1 Demonstrate ability to apply critical thinking and clinical judgment in the health assessment process

- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

B-1-2 Demonstrate the knowledge, skill and ability to assess the client:

- Collection of data (subjective, objective, historical or demographic)
- Distinguish between relevant and non-relevant data

B-1-3 Demonstrate the knowledge and ability to identify primary and secondary sources of data.

B-1-4 Demonstrate knowledge, skill and ability in various methods of data collection:

- physical assessment
- health history
- review of presenting issues/symptoms
- statistical data
- client / family interview
  - past health history
  - family medical history
    - social history
  - cultural / spiritual history
  - review and understanding of personal directives document
  - personal history
  - medication history/reconciliation
  - lab values
A Licensed Practical Nurse will:

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

- systems assessment including, but not limited to:
  - cardiovascular / circulatory system
  - digestive system
  - endocrine system
  - urinary system
  - immune / lymphatic system
  - integumentary system
  - musculoskeletal system
  - nervous system and special senses
  - reproductive system
  - respiratory system
- 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 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, skill and ability to perform vital sign and other assessments such as:
- temperature
- pulse
- respiration
- blood pressure
- pulse oximetry
- pain
- blood glucose
Major Competency Area: B

Nursing Process

Competency: B-2

Planning

Date: July 25, 2012

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 knowledge, skills and ability to collaborate with the RN in the development of the initial nursing care plan:
   • collaboration:
     o build the initial nursing care plan concurrently with the RN
     o build a draft nursing care plan and collaborate with the RN to validate or approve the plan

B-2-3  Demonstrate knowledge, skills and ability to collaborate with the appropriate health care provider in the development of the initial plan of care:
   • collaboration:
     o build the initial plan of care concurrently with the appropriate care provider
     o build a draft plan of care and collaborate with the appropriate care provider to validate or approve the plan

B-2-4  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-2-5  Demonstrate knowledge and ability to identify and select appropriate nursing diagnoses.

B-2-6  Demonstrate knowledge and ability to prioritize an appropriate nursing diagnosis.

B-2-7  Demonstrate knowledge and ability to establish goals of care and expected outcomes:
   • short term
   • interim
   • long term
Major Competency Area: B

Nursing Process

Competency: B-3

Implementation

Date: July 25, 2012

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 including:

- anticipating clients response to interventions
- prioritizing interventions
- teaching client and family
- consulting with other health professionals as required
- reporting and documentation
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 by:

- performance of ongoing clients assessments
- assessing the client’s response to nursing actions
  - assessing the client’s progress toward achieving goals
  - assessing the quality / effectiveness of nursing care provided
- collaborating in determination of the required level of nursing care for the client
- determining family / social support system
- comparing observed results with expected or anticipated outcome criteria
- following through on further actions as indicated by assessment findings
- revising the nursing care plan/plan of care when clients are achieving intended outcomes
- collaborating with health care team to make changes in the nursing diagnosis, expected outcomes or overall plan of care when outcomes are not achieved or clients’ needs become variable or less predictable
- documenting and communicating results of evaluation
C: Safety
Major Competency Area: C

Safety

Competency: C-1

Fire Emergency

Date: July 25, 2012

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.

C-1-4  Demonstrate knowledge and ability to respond to a fire situation, e.g.,

RACE / 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 document fire incident and follow-up actions.
Major Competency Area: C
Safety

Competency: C-2
Disaster Emergencies

Date: July 25, 2012

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 call-backs.

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 in response to a disaster emergency.

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 / crisis intervention.

C-2-12 Demonstrate ability to participate in critical incident stress debriefing.
Major Competency Area: C

Safety

Competency: C-3

Bomb Threat

Date: July 25, 2012

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.

C-3-3 Demonstrate ability to remove clients and visitors from immediate danger.

C-3-4 Demonstrate the ability to provide nursing care in an alternative or temporary location.

C-3-5 Demonstrate ability to record and document incident.
Major Competency Area: C

Safety

Competency: C-4

Missing Client Situation

Date: July 25, 2012

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

Competency: C-5

Personal Protection Devices

Date: July 25, 2012

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.

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.
Major Competency Area: C

Safety

Competency: C-6

Date: July 25, 2012

Standard Precautions

A Licensed Practical Nurse will:

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

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

Safety

Competency: C-7

Infection Control

Date: July 25, 2012

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.

C-7-3 Demonstrate ability to establish isolation procedures according to agency policy including:
- consult infection control officer, as appropriate
- appropriate isolation rooms
- proper handling of equipment
- client and family teaching/education
Major Competency Area: C
Safety

Competency: C-8
Handling and Disposal of Sharps

Date: July 25, 2012

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.

C-8-4 Demonstrate knowledge and ability to immediately report needle stick injury to appropriate personnel as per agency protocol.
Major Competency Area: C

Safety

Competency: C-9

WHMIS and Transportation of Dangerous Goods

Date: July 25, 2012

A Licensed Practical Nurse will:

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

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

Competency: C-10
Handling of Bio-Medical Waste
Date: July 25, 2012

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.

C-10-4 Demonstrate knowledge and ability to respond immediately to an exposure incident.
Major Competency Area: C

Safety

Competency: C-11

Refusal of Treatment

Date: July 25, 2012

A Licensed Practical Nurse will:

C-11-1 Demonstrate ability to support 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

Competency: C-12
Maintain Physical Safety of Client

Date: July 25, 2012

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.

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:
  • 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 such as:
- 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
- emergency response issues
- 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, extremities, circulation, and client response to restraint.

C-12-13 Demonstrate ability to document overall effectiveness of restraint.
Major Competency Area: C

Safety

Competency: C-13
Safe Work Practices

Date: July 25, 2012

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

Competency: C-14
Safety Reports and Documentation

Date: July 25, 2012

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
- needle stick protocols
- unusual occurrence
- role of unions

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

Competency: D-1
Effective Communication

Date: July 25, 2012

A Licensed Practical Nurse will:

D-1-1 Demonstrate ability to identify and apply appropriate communication techniques.

D-1-2 Demonstrate ability to use communication techniques to create a therapeutic relationship in situations such as:
- cultural / religious barriers
- sensory 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 behavioural description, the client’s communication pattern, therapies used, and outcomes.
Major Competency Area: D

Communication and Interpersonal Skills

Competency: D-2
Therapeutic Nurse - Client Relationship

Date: July 25, 2012

A Licensed Practical Nurse will:

D-2-1 Demonstrate ability to maintain the nurse-client relationship on a therapeutic 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 terminate the nurse-client relationship.

D-2-4 Demonstrate behaviours which facilitate the effective therapeutic relationship.
A Licensed Practical Nurse will:

D-2-5 Demonstrate ability to identify and assess barriers to an effective therapeutic relationship.

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

D-2-7 Demonstrate knowledge and ability to identify the effects of communication techniques which inhibit the interaction or the relationship.
Major Competency Area: D
Communication and Interpersonal Skills

Competency: D-3
Functioning as an Effective Team Member

Date: July 25, 2012

A Licensed Practical Nurse will:

D-3-1 Demonstrate ability to articulate and promote the role of the LPN.

D-3-2 Demonstrate knowledge and ability to use communication and interpersonal relationship skills

D-3-3 Demonstrate knowledge to describe the roles of a team member in forming and maintaining an effective team relationship.

D-3-4 Demonstrate respect for the knowledge, skills, ideas, opinions, and expertise of all members of the health team.

D-3-5 Demonstrate ability to promote group cohesiveness by contributing to the purposes and goals of the team.

D-3-6 Demonstrate ability to actively participate in team activities to plan, implement, and evaluate client care.

D-3-7 Demonstrate ability to provide / receive constructive feedback and recognition to / from fellow team members.

D-3-8 Demonstrate ability to follow proper channels of communication within the agency.
Major Competency Area: D
Communication and Interpersonal Skills

Competency: D-4
Client and Family Teaching

Date: July 25, 2012

A Licensed Practical Nurse will:

D-4-1 Demonstrate 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 (own and clients).

D-4-3 Demonstrate ability to assess the impact of a client’s context on 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:
- assessing current knowledge level
- considering special needs of clients
- establishing a positive learning environment
- pacing learning to achieve optimum effect
- providing for active participation of client
- selecting appropriate time for learning
- using appropriate teaching methods to meet client’s learning needs
- using audiovisual aids
- using 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, implementation, and outcomes of the teaching and learning process.
Major Competency Area: D

Communication and Interpersonal Skills

Competency: D-5

Legal Protocols, Documenting and Reporting

Date: July 25, 2012

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.
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:
- communication of information regarding client and care
- seamless delivery of safe, ethical and competent care
- accreditation
- audit
- education
- legal record of care
- planning client care
- quality assurance monitoring
- research
- risk management
- statistics

**D-5-8** Demonstrate knowledge and ability to document in a timely manner by using appropriate:
- medical terminology
- approved abbreviations
- metric system
- 24 hour clock
- subjective and objective data

**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 legislative requirements specific to documentation, reporting, and sharing of client information.

**D-5-12** Demonstrate knowledge of legal protocol regarding specific areas such as:
- personal directives
- guardianship / power of attorney
- trusteeship
- living wills / advanced directives
Major Competency Area: D
Communication and Interpersonal Skills

Competency: D-6
Accept, Transcribe and Initiate Orders

Date: July 25, 2012

A Licensed Practical Nurse will:

D-6-1 Demonstrate knowledge and ability to accept, question/clarify, transcribe, and accurately initiate an order (written, verbal, phone, electronic/fax) from an authorized health professional
Major Competency Area: D

Communication and Interpersonal Skills

Competency: D-7
Conflict Management

Date: July 25, 2012

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.

D-7-2 Demonstrate knowledge and ability to recognize the common sources of conflict such as:

- beliefs, values, and biases
- individual differences
- expectations, poor communication
- 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:

- diffuse tension
- 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

Competency: D-8
Time Management

Date: July 25, 2012

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

Competency: E-1

Critical Thinking

Date: July 25, 2012

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

Competency: E-2

Clinical Judgment and Decision Making

Date: July 25, 2012

A Licensed Practical Nurse will:

E-2-1 Demonstrate knowledge of how clinical judgment and decision-making processes guide thoughts, behaviours, and relationships with others.

E-2-2 Demonstrate knowledge and ability to assess the potential for inaccurate judgments and decisions.

E-2-3 Differentiate between evidenced or research based best practice and historical practice.

E-2-4 Demonstrate knowledge and ability to utilize best practices in clinical judgment and decision making:
- clearly identify the issue
- reflect on prior knowledge, experience, evidence, 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-2-5 Demonstrate knowledge and ability to involve key stakeholders throughout the decision-making process, as necessary and as appropriate.
Major Competency Area: E

Nursing Practice

Competency: E-3
CPR and Code Procedure

Date: July 25, 2012

A Licensed Practical Nurse will:

**E-3-1** Maintain current Basic Life Support – Level C, Target Responder Standards as specified by 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:
- assessing the need for code initiation/”call the code”
- carrying out code procedures until assistance is available
- assisting RN and physician / nurse practitioner and / or Code Team with managing code
- providing support to other clients and family
- documenting events of code, as appropriate

**E-3-3** Demonstrate knowledge of, and ability to implement, agency-specific emergency codes as needed.
A Licensed Practical Nurse will:

E-4-1 **Demonstrate knowledge and ability to admit a client to a health care agency (See competency Band B):**
- verify admission documentation data is accurate and complete
- obtain the client’s health history and perform health assessment
  - compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

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

Compentence: E-5

Nursing Diagnosis

Date: July 25, 2012

A Licensed Practical Nurse will:

E-5-1 Demonstrate knowledge and ability to review the assessment data to participate and/or 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

Competency: E-6
Client Transfer, Discharge and Referral

Date: July 25, 2012

A Licensed Practical Nurse will:

E-6-1  Demonstrate ability to transfer client within or between health care agencies.

E-6-2  Demonstrate knowledge and ability to discharge client from facility according to agency protocol.

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

Competency: E-7
Activities of Daily Living
Date: July 25, 2012

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

Competency: E-8

Mobility of Clients

Date: July 25, 2012

A Licensed Practical Nurse will:

E-8-1 Demonstrate knowledge and ability to assist with client mobility needs.

E-8-2 Access additional resources and help and / or make referrals as necessary.
Major Competency Area: E
Nursing Practice

Competency: E-9
Nutrition / Hydration

Date: July 25, 2012

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 initiate 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.
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 disempaction
  - 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

Competency: E-11
Medical / Surgical Asepsis

Date: July 25, 2012

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.
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. |
| E-12-4 | Demonstrate knowledge and ability to administer medications to clients receiving peritoneal dialysis. |
| E-12-5 | Demonstrate knowledge and ability to care for peritoneal dialysis catheter site and change dressings. |
| E-12-6 | Demonstrate knowledge and ability to perform the procedures involved in peritoneal dialysis. |
| E-12-7 | Demonstrate knowledge and ability to calculate weekly clearance of urea by client’s kidneys. |
| E-12-8 | Demonstrate knowledge and ability to provide support and teaching to client receiving peritoneal dialysis. |
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.**

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.**

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** **Demonstrates knowledge and ability to provide nail care to clients with known pathology of the feet (diabetes, PVD)**

E-13-9 **Demonstrate knowledge and ability to teach appropriate foot care to client and caregiver.**
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

Competency: E-14

Wound Care

Date: July 25, 2012

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), such as VAC dressing
- 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 in accordance with specific agency protocol.
Major Competency Area: E

Nursing Practice

Competency: E-15

Specimen Collection and Testing

Date: July 25, 2012

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
- blood (venipuncture / blood collection; see Competency DD 1-4)
Competency: E-16
Resource Utilization

Date: July 25, 2012

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 such as:
•  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

Competency: E-17
Post Mortem Care

Date: July 25, 2012

A Licensed Practical Nurse will:

E-17-1 Demonstrate the knowledge and ability to determine cessation of life.

E-17-2 Demonstrate the knowledge and ability to care for the body after death.

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
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.

F-1-4 Demonstrate ability to identify and perform a respiratory assessment.

• compare actual assessment findings to expected findings
  • consult appropriate care provider when assessment findings:
    • are not as anticipated, changed or new
    • client is not achieving intended outcomes
    • status is becoming variable or less predictable
Major Competency Area: F

Respiratory Care

Competency: F-2

Oxygen Therapy

Date: July 25, 2012

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 (not inclusive):
  - aerosol mask (simple face mask)
  - continuous positive airway pressure (CPAP) machine
  - high flow oximizers / flo-meter
  - humidification
  - nasal cannulas
  - non re-breathing mask
  - partial re-breather mask
  - ventilators

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.
Major Competency Area: F

Respiratory Care

Competency: F-3

Suctioning

Date: July 25, 2012

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 such as:
  • appropriate size and lumen of suction catheters
  • appropriate suction pressure
  • bulb suction of newborn
  • portable suction
  • suctioning of infant and newborn
  • wall suction
  • Yonkers 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
  • tracheotomy tube suctioning

F-3-4 Demonstrate ability to maintain suctioning equipment.
A Licensed Practical Nurse will:

**F-4-1** Demonstrate the ability to assess the client and administer respiratory treatments with or without medication (See Competency Band U).
- aerosolized treatments/ 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

Competency: F-5
Tracheotomy Care

Date: July 25, 2012

A Licensed Practical Nurse will:

F-5-1 Demonstrate ability to identify the purposes of endotracheal and tracheotomy tubes.

F-5-2 Demonstrate knowledge and ability to perform the care of a tracheotomy using appropriate equipment and supplies such as:
- changing a tracheotomy dressing
- changing of tracheotomy ties
- changing established tracheotomy
- cleaning a double cannulas tracheotomy tube
- deflating / inflating a tracheotomy cuff
- instilling solution or medication into a tracheotomy (See Competency Band U)
- plugging a tracheotomy 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 tracheotomy care.

F-5-5 Demonstrate knowledge and ability to recognize the complications, clinical manifestations, and nursing interventions related to tracheotomy care.

F-5-6 Demonstrate knowledge and ability to teach tracheotomy care to the client and significant others.
Major Competency Area: F

Respiratory Care

Competency: F-6

Chest Tubes

Date: July 25, 2012

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.

F-6-3 Demonstrate ability to identify and describe the location and purpose of types of chest tubes such as:
- 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 such as:
- 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:

<table>
<thead>
<tr>
<th>F-6-7</th>
<th>Demonstrate knowledge and ability to identify the equipment and supplies required to care for a client with a chest drainage system.</th>
</tr>
</thead>
<tbody>
<tr>
<td>F-6-8</td>
<td>Demonstrate ability to identify steps and the rationale underlying each step for care of a client with a chest drainage system.</td>
</tr>
</tbody>
</table>
| 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

Competency: G-1

Knowledge of Surgical Procedures

Date: July 25, 2012

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
  - orthopaedic surgeries and procedures
  - plastic surgeries and procedures
  - EENT

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

Competency: G-2

Perioperative Teaching

Date: July 25, 2012

A Licensed Practical Nurse will:

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

G-2-2 Demonstrate knowledge and ability to perform and reinforce post-operative teaching as necessary.
Major Competency Area: G

Surgical Nursing

Competency: G-3

Pre-operative Care

Date: July 25, 2012

A Licensed Practical Nurse will:

G-3-1 Demonstrate knowledge and ability to perform pre-operative assessment and care:
  • compare actual assessment findings to expected findings
  • consult appropriate care provider when assessment findings:
    • are not as anticipated, changed or new
    • client is not achieving intended outcomes
    • status is becoming variable or less predictable

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

Competency: G-4
Post-operative Care

Date: July 25, 2012

A Licensed Practical Nurse will:

G-4-1 Demonstrate knowledge and ability to receive a post-operative client from the recovery room:
- verbal/faxed report
- clarify information, ask questions, follow-up on information as necessary

G-4-2 Demonstrate knowledge and ability to perform post-operative assessment and care:
- initial post-operative assessment-systems or head to toe (see Competency B2):
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable
- pain management as per protocol:
- administer analgesics (see Competency B and U)
- pain assessment
- anticipate, recognize and act on post-operative complications
Major Competency Area: G
Surgical Nursing

Competency: G-5
Wounds, Tubings and Drains

Date: July 25, 2012

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.

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

Competency: G-6

Removal of Staples and Sutures

Date: July 25, 2012

A Licensed Practical Nurse will:

G-6-1  Demonstrate knowledge and ability to remove staples and sutures as per protocols.
H: Orthopaedic Nursing
Major Competency Area: H

Orthopaedic Nursing

Competency: H-1

Knowledge of Orthopaedic Nursing

Date: July 25, 2012

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.

H-1-3 Demonstrate ability to assess the musculoskeletal system and to differentiate normal and abnormal findings:
   • compare actual assessment findings to expected findings
     o consult appropriate care provider when assessment findings:
       ▪ are not as anticipated, changed or new
       ▪ client is not achieving intended outcomes
       ▪ status is becoming variable or less predictable

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

H-1-5 Demonstrate ability to teach client and family regarding use of ambulatory and immobilization aids.
Major Competency Area: H

Orthopaedic Nursing

Competency: H-2

Cast Care

Date: July 25, 2012

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:
- compare actual assessment findings to expected findings
- consult appropriate care provider when assessment findings:
  - are not as anticipated, changed or new
  - client is not achieving intended outcomes
  - status is becoming variable or less predictable

H-2-4 Demonstrate knowledge of:
- bivalving
- trimming
- removing
- windowing
- univalving
- follow-up care

H-2-5 Demonstrate ability to remove a cast as order by physician.

H-2-6 Demonstrate ability to teach client and family regarding cast care and observation for complications.

H-2-7 Demonstrate ability to document and report the assessment, location and type of cast, special procedures, and findings.
A Licensed Practical Nurse will:

**H-2-7**  Demonstrate ability to describe common orthopaedic diagnostic tests and nursing implications.

**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**

**Orthopaedic Nursing**

Competency: **H-3**

Traction and External Fixators

Date: July 25, 2012

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.

**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
Orthopaedic Nursing

Competency: H-4
Splints and Braces

Date: July 25, 2012

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.
- compare actual assessment findings to expected findings
- consult appropriate care provider when assessment findings:
  - are not as anticipated, changed or new
  - client is not achieving intended outcomes
  - status is becoming variable or less predictable

**H-4-3** Demonstrate ability to teach client and family regarding the care, application, and potential complications of splints and braces.
I: Neurological / Neurovascular Nursing
Major Competency Area: I

Neurological / Neurovascular Nursing

Competency: I-1

Neurological / Neurovascular Assessment

Date: July 25, 2012

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 perform neurological / neurovascular assessments:
  o compare actual assessment findings to expected findings
  o consult appropriate care provider when assessment findings:
    ▪ are not as anticipated, changed or new
    ▪ client is not achieving intended outcomes
    ▪ status is becoming variable or less predictable
A Licensed Practical Nurse will:

I-1-3   Demonstrate knowledge and ability to assess the signs of increased intracranial pressure and respond/report 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

Competency: I-2

Seizures

Date: July 25, 2012

A Licensed Practical Nurse will:

I-2-1 Demonstrate knowledge and ability to protect client from injury during seizure.

I-2-2 Demonstrate knowledge and ability to assess seizure activity such as:
- time and duration of the seizure
- character of movements
- level of consciousness and physical changes
- precipitating factors

I-2-3 Demonstrate knowledge and ability to provide care following seizure.

I-2-4 Demonstrate ability to report and document the event, client status, and nursing interventions according to protocol.
A Licensed Practical Nurse will:

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

1-3-2 Demonstrate knowledge and ability to apply and maintain spinal precautions such as:
- proper body alignment at all times
- spinal collars, application, and removal
- assisting to stabilize the spine with manual and / or mechanical traction

1-3-3 Demonstrate knowledge and ability to assess and provide nursing care and interventions to the client with spinal injury:
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable
Major Competency Area: I

Neurological / Neurovascular Nursing

Competency: I-4
Support to the Client / Family

Date: July 25, 2012

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 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 by demonstrating caring and concern, and 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
A Licensed Practical Nurse will:

**J-1**  
Demonstrate knowledge of the human anatomy and physiology of the cardiovascular system.

**J-1-2**  
Demonstrate knowledge of cardiovascular disease and disorders.

**J-1-3**  
Demonstrate knowledge and ability to perform assessment and provide care to client with cardiovascular disorder or disease.
- compare actual assessment findings to expected findings
- consult appropriate care provider when assessment findings:
  - are not as anticipated, changed or new
  - client is not achieving intended outcomes
  - status is becoming variable or less predictable

**J-1-4**  
Demonstrate knowledge and ability to prepare client for tests, procedures, treatments, care, and surgery such as:
- knowing location and operation of emergency equipment
- following pre / post procedure routines and protocols

**J-1-5**  
Demonstrate knowledge and ability to use cardiac equipment such as:
- attaching client to cardiac monitor through proper application of leads
- understanding the use of external cardiac pacing
- recognizing when pacemaker is on / off, pacing, sensing
- assessing and utilizing telemetry equipment
- attaching client to 24hr Holter monitor
- teaching client and family about specific procedure / equipment
- reporting findings and changes in status to appropriate health professional
A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>J-1-6</th>
<th>Demonstrate knowledge and ability to perform 12 and 15 lead ECG:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• apply 12 and 15 leads in proper position</td>
</tr>
<tr>
<td></td>
<td>• check equipment operation</td>
</tr>
<tr>
<td></td>
<td>• run ECG readings as ordered</td>
</tr>
<tr>
<td></td>
<td>• recognize rhythms and assist with interpretation of ECG</td>
</tr>
<tr>
<td></td>
<td>• document procedure and findings</td>
</tr>
<tr>
<td></td>
<td>• adhere to agency policy</td>
</tr>
</tbody>
</table>
K: Maternal / Newborn Care
Major Competency Area: K
Maternal / Newborn Care

Competency: K-1
Prenatal Care, Assessment and Teaching

Date: July 25, 2012

A Licensed Practical Nurse will:

K-1-1 Demonstrate knowledge of human anatomy and physiology in relation to pregnancy such as:
- cardiovascular
- digestive
- endocrine
- genitourinary
- integumentary
- lymphatic
- musculoskeletal
- nervous
- respiratory
- reproductive

K-1-2 Demonstrate knowledge of pregnancy such as:
- presumptive signs of pregnancy
- probable signs of pregnancy
- positive signs of pregnancy
- physiological changes
- EDC (expected date of confinement)
- psychological signs

K-1-3 Demonstrate the ability to perform full health assessment related to pregnancy, including:
- last menstrual cycle
- number of pregnancies (gravida, para)
- fundal height
- auscultation of fetal heart
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable
### Competency: K-1

**Prenatal Care, Assessment and Teaching**

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>K-1-4</th>
<th>Demonstrate the ability to teach the pregnant client in relation to prenatal care.</th>
</tr>
</thead>
<tbody>
<tr>
<td>K-1-5</td>
<td>Demonstrate knowledge of complications associated with pregnancy such as:</td>
</tr>
<tr>
<td></td>
<td>• abortion</td>
</tr>
<tr>
<td></td>
<td>• abruptio placenta</td>
</tr>
<tr>
<td></td>
<td>• eclampsia</td>
</tr>
<tr>
<td></td>
<td>• ectopic pregnancy</td>
</tr>
<tr>
<td></td>
<td>• effects of substance abuse</td>
</tr>
<tr>
<td></td>
<td>• gestational diabetes mellitus</td>
</tr>
<tr>
<td></td>
<td>• hyperemesis gravidarum</td>
</tr>
<tr>
<td></td>
<td>• intrauterine growth retardation</td>
</tr>
<tr>
<td></td>
<td>• malposition of fetus</td>
</tr>
<tr>
<td></td>
<td>• placenta previa</td>
</tr>
<tr>
<td></td>
<td>• transient hypertension</td>
</tr>
<tr>
<td>K-1-6</td>
<td>Demonstrate the ability to teach the client about complications of pregnancy.</td>
</tr>
<tr>
<td>K-1-7</td>
<td>Demonstrate knowledge and ability to apply fetal monitor to facilitate a “non-stress” test such as:</td>
</tr>
<tr>
<td></td>
<td>• preparing client for application of “non-stress” test</td>
</tr>
<tr>
<td></td>
<td>• assisting appropriate health professional with on-going monitoring and report results</td>
</tr>
<tr>
<td>K-1-8</td>
<td>Demonstrate ability to provide nursing interventions to alter non-reactive fetal monitoring test reading by:</td>
</tr>
<tr>
<td></td>
<td>• positioning client</td>
</tr>
<tr>
<td></td>
<td>• offering juice or ice water</td>
</tr>
<tr>
<td></td>
<td>• providing oxygen</td>
</tr>
</tbody>
</table>
Major Competency Area: K

Maternal / Newborn Care

Competency: K-2

Knowledge and Assessment of Labour

Date: July 25, 2012

A Licensed Practical Nurse will:

K-2-1  Demonstrate knowledge of birthing process.

K-2-2  Demonstrate knowledge of health assessment and to maternal nursing;
   • compare actual assessment findings to expected findings
   • consult appropriate care provider when assessment findings:
     • are not as anticipated, changed or new
     • client is not achieving intended outcomes
     • status is becoming variable or less predictable
Major Competency Area: K  
Maternal / Newborn Care

<table>
<thead>
<tr>
<th>Competency: K-3</th>
<th>Date: July 25, 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assist with Managing Labour</td>
<td></td>
</tr>
</tbody>
</table>

A Licensed Practical Nurse will:

### K-3-1
**Demonstrate ability to assist authorized professional during management of labour such as:**
- applying external fetal heart monitor
- assisting with ongoing monitoring throughout labor
- providing care to laboring client
- reporting and documenting as required

### K-3-2
**Demonstrate ability to test appropriate specimens during labour such as (not inclusive list):**
- 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 anaesthesia / 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)
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 B and U).

K-4-5 Demonstrate ability to assist authorized professional with neonatal resuscitation. (See Competency B and 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 in response to:
- 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

Competency: K-5

Postpartum Care and Teaching

Date: July 25, 2012

A Licensed Practical Nurse will:

K-5-1 Demonstrate knowledge of involution process during the postpartum period.

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:
   • compare actual assessment findings to expected findings
   • consult appropriate care provider when assessment findings:
     • are not as anticipated, changed or new
     • client is not achieving intended outcomes
     • status is becoming variable or less predictable

K-5-4 Demonstrate ability to recognize post-delivery complications:
   • 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 in postpartum period.
A Licensed Practical Nurse will:

**K-5-6** Demonstrate ability to recognize psychological changes such as:
- bonding
- postpartum blues
- postpartum depression

**K-5-7** Demonstrate the ability to teach and support client in ongoing postpartum care.

**K-5-8** Demonstrate ability to safely use equipment needed in the postpartum period.

**K-5-9** Demonstrate the ability to assist mother with breast feeding.

**K-5-10** Demonstrate the ability to initiate inter-agency referrals as part of discharge planning.

**K-5-11** Demonstrate ability to provide discharge teaching to mother, father and / or significant other.
Major Competency Area: K

Maternal / Newborn Care

Competency: K-6

Prenatal Pre-operative Care and Teaching

Date: July 25, 2012

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.

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

Maternal / Newborn Care

Competency: K-7

Postnatal / Post-operative Care and Teaching

Date: July 25, 2012

A Licensed Practical Nurse will:

**K-7-1**  Demonstrate knowledge and ability to complete ongoing assessments and provide post-operative / postpartum care following return from operating room / recovery room:
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

**K-7-3**  Demonstrate ability to safely use equipment needed in postpartum care.
Major Competency Area: K
Maternal / Newborn Care

Competency: K-8
Knowledge and Teaching of Newborn Care

Date: July 25, 2012

A Licensed Practical Nurse will:

K-8-1  Demonstrate knowledge and ability to perform physical assessment on newborn:
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

K-8-2  Demonstrate knowledge and ability to perform newborn admission to the nursery (See Competency Band B):
- 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:

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: Paediatrics
Major Competency Area: L

Paediatrics

Competency: L-1

Knowledge, Assessment and Care of Paediatric Client / Family

Date: July 25, 2012

A Licensed Practical Nurse will:

L-1-1 Demonstrate ability to apply critical thinking and clinical judgment throughout the nursing process when caring for paediatric clients.

L-1-2 Demonstrate knowledge of human anatomy and physiology of paediatric 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 paediatric diseases and medical conditions.

L-1-4 Demonstrate knowledge and ability to assess family environment and support.
A Licensed Practical Nurse will:

**L-1-5** Demonstrate knowledge and ability to identify signs of suspected physical, sexual, and mental abuse of child, and report / document as per agency policy and provincial legislation.

**L-1-6** Demonstrate ability to perform initial (see Competency Band B) and ongoing physical assessment on all ages of paediatric clients.

- collaborates with appropriate health care professional to interpret findings from initial physical assessment
- reviews findings from ongoing assessments
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

**L-1-7** Demonstrate ability to perform health admissions specific to paediatric nursing.

**L-1-8** Demonstrate ability to assess need for pain management to paediatric client.

**L-1-9** Demonstrate ability to report and document related to pain management such as:

- 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

Paediatrics

Competency: L-2

Interventions and Safety Procedures

Date: July 25, 2012

A Licensed Practical Nurse will:

L-2-1 Demonstrate knowledge of safety precautions used in infant / child care.

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

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

**Paediatrics**

<table>
<thead>
<tr>
<th>Competency: L-3</th>
<th>Date: July 25, 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support and Teaching to Client / Family</td>
<td></td>
</tr>
</tbody>
</table>

A Licensed Practical Nurse will:

**L-3-1**  
**Demonstrate ability to provide support to paediatric client / family.**

**L-3-2**  
**Demonstrate ability to teach paediatric client / family in relation to plan of care.**

**L-3-3**  
**Demonstrate ability to assist child / family to adjust to hospitalization:**
- identifying behaviors indicating adjustment or lack of adjustment to hospitalization
- calling child by name
- discussing concerns and involving parent or significant other
- encouraging two-way communication
- introducing child and parent to other children in the room
- listening to how the child feels and encourage questions
- managing anxieties observed or expressed by client / family
- meeting the emotional needs of those involved
- providing for child and parent comfort
- providing orientation to unit

**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

A Licensed Practical Nurse will:

L-3-5  **Demonstrate ability to provide discharge teaching to parent and significant other such as:**
- 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 paediatric client, parent, and significant other through child’s illness.**
Major Competency Area: L

Paediatrics

Competency: L-4

Knowledge and Use of Paediatric Equipment

Date: July 25, 2012

A Licensed Practical Nurse will:

L-4-1 Demonstrate knowledge and ability to safely utilize specific paediatric equipment as per agency policy.
M: Mental Health Nursing
Major Competency Area: M

Mental Health Nursing

Competency: M-1

Knowledge and Assessment of Mental Health and Illness

Date: July 25, 2012

A Licensed Practical Nurse will:

M-1-1 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-1-2 Demonstrate knowledge and ability to recognize the difference between mental illness and mental health.

M-1-3 Demonstrate knowledge and ability to describe common mental health issues / illnesses. (See Competency Band A)
A Licensed Practical Nurse will:

M-1-4 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-1-5 Demonstrate knowledge and ability to properly assess mental status:
- suicide risk assessment.
- mini-mental examination
- assess and evaluate changes in patient:
  - behavioral
  - emotional
  - intellectual
  - motor
  - perceptual
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

M-1-6 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:

<table>
<thead>
<tr>
<th>M-1-7</th>
<th>Demonstrate knowledge and ability to recognize and intervene in crisis situations such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• identifying phases of crisis development</td>
</tr>
<tr>
<td></td>
<td>• identifying signs and symptoms of a crisis</td>
</tr>
<tr>
<td></td>
<td>• identifying nursing interventions</td>
</tr>
<tr>
<td></td>
<td>• identifying the goals and indications for crisis intervention</td>
</tr>
<tr>
<td></td>
<td>• identifying signs of escalating aggressive behavior</td>
</tr>
<tr>
<td></td>
<td>• applying nursing interventions in accordance with agency policy</td>
</tr>
</tbody>
</table>
A Licensed Practical Nurse:

**M-1-8**  Demonstrate ability to communicate and collaborate with the health care team within mental health environment.

**M-1-9**  Demonstrate knowledge and ability to assess stress in a client’s / family’s life such as:
- exploring factors contributing to stress
- assessing strategies for managing stress
- examining adaptability to change
- providing care and direction in crisis state
- recognizing behavioral manifestations

**M-1-10**  Demonstrate knowledge and ability to understand developmental / childhood spectrum disorders.

**M-1-11**  Demonstrate knowledge and ability to objectively report and document in the mental health environment.
Major Competency Area: M

Mental Health Nursing

Competency: M-2

Date: July 25, 2012

Behaviour Management

A Licensed Practical Nurse will:

M-2-1 Demonstrate critical thinking and clinical judgment in monitoring and managing all types of aggressive and intolerable behaviour.

M-2-2 Demonstrate knowledge of facility policies regarding aggressive and intolerable behaviour.

M-2-3 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-2-4 Demonstrate knowledge and ability to apply protection / prevention techniques such as:
- respect for personal space
- flexibility
- distance
- teamwork
- distraction techniques

M-2-5 Demonstrate ability to ensure safety of other clients, self, and colleagues as appropriate.

M-2-6 Demonstrate knowledge and ability to assess level of anxiety and recognize progression to agitation and aggression.
A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>M-2-7</th>
<th>Demonstrate knowledge and ability to utilize agitated behaviour rating scale used by agency.</th>
</tr>
</thead>
</table>
| M-2-8 | Demonstrate knowledge and ability to be aware of factors contributing to aggressive behaviour:  
|       | • psychosocial factors                                                                    |
|       | • environmental factors                                                                   |
|       | • pharmacological factors                                                                  |
|       | • caregiver factors                                                                       |
| M-2-9 | Demonstrate knowledge and ability to respond appropriately to prevent and manage aggression:  
|       | • decrease noise                                                                          |
|       | • effective and appropriate verbal and nonverbal communication                            |
|       | • reduce stimuli                                                                          |
|       | • isolate client, as appropriate                                                           |
| M-2-10| Demonstrate knowledge and ability to respond appropriately to client who is making threats with an object or a weapon. |
| M-2-11| Demonstrate knowledge and ability to provide post incident management.                    |
| M-2-12| Demonstrate ability to document and report observations as appropriate.                   |
Major Competency Area: M
Mental Health Nursing

Competency: M-3
Prevention and Intervention in Suicide

Date: July 25, 2012

A Licensed Practical Nurse will:

M-3-1 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-3-2 Demonstrate knowledge and ability to intervene immediately with suicidal client as appropriate.

M-3-3 Demonstrate ability to educate family members to cope with client’s behaviour and feelings.

M-3-4 Demonstrate knowledge and ability to provide constant observation for suicide prevention as appropriate.
Major Competency Area: **M**  
**Mental Health Nursing**

**Competency: M-4**  
**Substance Abuse Interventions**  

A Licensed Practical Nurse will:

M-4-1 Demonstrate knowledge and ability to recognize substance abuse.

M-4-2 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-4-3 Demonstrate knowledge and understanding of the effect of substance used.

M-4-4 Demonstrate knowledge and understanding of drug withdrawal, rehabilitation, and recovery.

M-4-5 Demonstrate knowledge and ability to provide nursing care to manage the symptoms of substance abuse.

M-4-6 Demonstrate knowledge and ability to teach clients, families, and groups regarding prevention of substance abuse and promotion of health.
A Licensed Practical Nurse will:

**M-5-1** Demonstrate knowledge and ability to provide medications to mental health clients including psychotropic drugs: (See Competency Band U)
- medication compliance
- medication reconciliation
- drug interactions:
  - dangerous drug interactions
  - therapeutic drug interactions
  - synergistic drug interactions
  - antagonistic drug interactions
Nova Scotia Licensed Practical Nurses Competency Profile

Competency: M-5

Mental Health Treatments and Interventions

A Licensed Practical Nurse will:

**M-5-2** Demonstrate knowledge and ability to participate in mental health treatments and interventions such as:

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

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

**M-5-3** Demonstrate knowledge and ability to assist with mental health treatments and interventions.

**M-5-4** Demonstrate knowledge and ability to report and document treatments and interventions in an objective manner.
Major Competency Area: M

Mental Health Nursing

Competency: M-6

Legal Protocols and Documentation Requirements

Date: July 25, 2012

A Licensed Practical Nurse will:

M-6-1 Demonstrate knowledge of relevant Legislation, such as:
   • LPN Act
   • LPN Regulations
   • Hospital Act
   • Homes for Special Care Act
   • Controlled Substance (Narcotic Act)

M-6-2 Demonstrate knowledge of the formal certification process and implications.

M-6-3 Demonstrate knowledge and ability to use protective devices as per agency policy. (See Competency Band E)

M-6-4 Demonstrate knowledge and ability to participate in client, family, team, and conferences.

M-6-5 Demonstrate knowledge of facility policy and legal protocols.
N: Emergency Nursing
Major Competency Area: N
Emergency Nursing

Competency: N-1
Multi-Systems Assessment

Date: July 25, 2012

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 such as:**
  - 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
  - circulation, sensation, movement (CSM)

N-1-4  **Demonstrate ability to perform respiratory assessment:**
  - accessory muscle use
  - auscultation of lung fields
  - color
  - 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 perform cardiovascular assessment;**
- application of ECG leads
- recognizing differences between normal and abnormal rates
- 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 such as:**
- soft tissue injuries / multiple system injuries / trauma
- fractures
- dislocations
- degenerative disorders
- mobility and ambulation

N-1-7 **Demonstrate ability to perform genitourinary assessment such as:**
- 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 such as:
- 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.
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable
Major Competency Area: N
Emergency Nursing

Competency: N-2
Identify Priority Needs

Date: July 25, 2012

A Licensed Practical Nurse will:

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

- performing rapid primary initial assessment
- performing secondary assessment that relates to clients overall health status
- obtaining relevant health history
- recognizing individuals at risk for self-harm and or harm to others
- assessing need for precautionary measures
- following isolation techniques
- ensuring client confidentiality and privacy within limits of environment
- describing symptoms
- assessing pain
- participating in the triage* and screening of clients
- recording, findings, and reporting to health team

*LPNs must complete an approved Canadian Triage Assessment Score (CTAS) course to work in or participate in the triage process.
A Licensed Practical Nurse will:

**N-3-1** Demonstrate knowledge and ability to perform nursing procedures (not inclusive list) such as:
- administer medications (See Competency Band U)
- medication reconciliation
- **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
- monitor infusion therapy (see Competency Band V)
- remove sutures and staples
- wound care
- other treatments and procedures as appropriate within scope of practice
- **apply telemetry**
- apply 12 and 15 lead ECG and connection to cardiac monitor
- non-stress tests on prenatal clients
- phlebotomy (see Competency Band DD)
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
Major Competency Area: N

Emergency Nursing

Competency: N-5
Knowledge of Equipment

Date: July 25, 2012

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
- ECG machine
- cautery equipment
- nitrous oxide tanks
- ventilator machines
- other specialized equipment as appropriate and necessary
Major Competency Area: N

Emergency Nursing

Competency: N-6
Support and Teach Client / Family

Date: July 25, 2012

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

Competency: O-1

Aging Process and Health Problems

Date: July 25, 2012

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 assess and recognize the normal aging process:

- compare actual assessment findings to expected findings
  
- consult appropriate care provider when assessment findings:
  
  - are not as anticipated, changed or new
  
  - client is not achieving intended outcomes
  
  - status is becoming variable or less predictable

O-1-3  Demonstrate knowledge and ability to 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

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 (not inclusive list):

- 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.

<table>
<thead>
<tr>
<th>O-1-8</th>
<th>Demonstrate knowledge and ability to assist in the provision of therapies such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• reality therapy</td>
</tr>
<tr>
<td></td>
<td>• orientation therapy</td>
</tr>
<tr>
<td></td>
<td>• validation therapy</td>
</tr>
<tr>
<td></td>
<td>• touch therapy</td>
</tr>
<tr>
<td></td>
<td>• recreation therapy</td>
</tr>
<tr>
<td></td>
<td>• socialization</td>
</tr>
</tbody>
</table>

**O-1-9**  
Demonstrate knowledge and ability to research / investigate alternative therapies.
Major Competency Area: O

Gerontology Nursing

Competency: O-2  
Support and Teaching

Date: July 25, 2012

A Licensed Practical Nurse will:

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

- ability to assess language barriers
- assess cognitive ability of client / spouse / family
- assess family history – abuse, addictions, cultural issues
- assess hearing, sight, and speech
- assess psychological, social, and spiritual needs

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

O-2-3  **Demonstrate ability to provide teaching to client and family.**
Major Competency Area: O

Gerontology Nursing

Competency: O-3

Nursing Interventions

Date: July 25, 2012

A Licensed Practical Nurse will:

O-3-1 Demonstrate ability to apply critical thinking and clinical judgment to the nursing process during the assessment and care provision to the geriatric client:

- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

O-3-2 Demonstrate ability to apply pharmacological principles in the safe administration of medication/medication reconciliation.

O-3-3 Demonstrate knowledge and ability to meet the nutritional special needs of the elderly such as:

- adapting feeding techniques to the elderly
- adjusting for the decrease in smell, taste and sight
- assessing need for adaptive devices
- assessing swallowing ability
- assessing the nutritional needs of a client
- communicating and documenting effective feeding techniques
- noting cultural and religious influences
- noting allergies
- providing extra nutritional supplements
- recognizing importance of environment during meals

O-3-4 Demonstrate knowledge and ability of how and when to consult other professionals.
A Licensed Practical Nurse will:

O-3-5  **Demonstrate knowledge and ability to meet the elimination needs in the elderly.**
- recognizing the special needs of the cognitively impaired

O-3-6  **Demonstrate knowledge and ability to perform skin and wound care such as:**
- prevention
- assessment/evaluation
  - compare actual assessment findings to expected findings
    - consult appropriate care provider when assessment findings:
      - are not as anticipated, changed or new
      - client is not achieving intended outcomes
      - status is becoming variable or less predictable
  - selecting and applying appropriate wound dressings

O-3-7  **Demonstrate ability to provide comfort measures and pain management.**
Major Competency Area: O

Gerontology Nursing

Competency: O-4
Assessment for Appropriate Placement

Date: July 25, 2012

A Licensed Practical Nurse will:

O-4-1 Demonstrate knowledge and ability to participate collaboratively in the assessment of clients for placement as per agency policy.
Major Competency Area: O

Gerontology Nursing

Competency: O-5

Safety Procedures

Date: July 25, 2012

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

Competency: O-6

Communication and Advocacy

Date: July 25, 2012

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:
   • 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

Competency: P-1
Assess Physiological Change

Date: July 25, 2012

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 determine cessation of life and document:
- assess cessation of vital signs
- Follow agency policy and protocol
Major Competency Area: P

Palliative Care

Competency: P-2

Pain Management and Symptom Control

Date: July 25, 2012

A Licensed Practical Nurse will:

P-2-1 Demonstrate ability to assess objective and subjective signs and symptoms of client’s discomfort.

P-2-2 Demonstrate ability to provide care to manage pain and symptoms.
Major Competency Area: P

Palliative Care

Competency: P-3
Psychological and Emotional Support

Date: July 25, 2012

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 such as:
- aware of rituals and fundamentals of different faiths
- access hospital chaplain or clients representative

P-3-8 Demonstrate ability to provide the family with physical, emotional, and spiritual comfort.
Major Competency Area: P

**Palliative Care**

**Competency: P-4**

**Care and Comfort Measures**

Date: July 25, 2012

A Licensed Practical Nurse will:

**P-4-1**  **Demonstrate ability to provide nursing care and comfort measures.**
- maintaining a peaceful environment
- communicating with client, family and significant others
- using touch to reassure client and family
- adjusting nursing care to compensate for changes in normal functioning
- bathing, skin care, mouth care, hygiene measures
- administering medication to ensure comfort

**P-4-2**  **Demonstrate ability to provide care to family such as:**
- comfortable environment
- touch
- listening
- collaborating with other health team members
Major Competency Area: P

Palliative Care

Competency: P-5
Support Services

Date: July 25, 2012

A Licensed Practical Nurse will:

P-5-1 Demonstrate knowledge and ability to access appropriate 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

Competency: P-6

Respect for the Family’s Rights and Wishes

Date: July 25, 2012

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
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

Competency: Q-1
Apply the Rehabilitation Process

Date: July 25, 2012

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
• research data collector

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

Competency: Q-2
Assessment and Provision of Rehabilitation Process

Date: July 25, 2012

A Licensed Practical Nurse will:

Q-2-1 Demonstrate ability to apply the nursing process to and perform the health assessment of the rehabilitation client.
   - compare actual assessment findings to expected findings
     - consult appropriate care provider when assessment findings:
       - are not as anticipated, changed or new
       - client is not achieving intended outcomes
       - status is becoming variable or less predictable

Q-2-2 Demonstrate ability to provide a variety of interventions to assist client and family to deal with physical, cognitive, and perceptual deficits.

Q-2-3 Demonstrate ability to provide for relief of pain through pharmacological and non-pharmacological pain management strategies.
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 clients 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.
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 learning plan to address the educational needs of the client and family considering areas such as:
- knowledge, skills, attitudes
- acceptance of limitations of the disability
- client's 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

Competency: Q-4
Collaboration

Date: July 25, 2012

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

Competency: Q-5

Discharge Planning

Date: July 25, 2012

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 ascertain that community support and/or resources for the client upon discharge.

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

Competency: R-1
Knowledge of Community Health

Date: July 25, 2012

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.
A Licensed Practical Nurse will:

**R-2-1** Demonstrate knowledge and ability to assess, collaboratively plan, implement, and evaluate appropriate nursing interventions such as:
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

**R-2-2** Demonstrate knowledge and ability to prioritize clients in ambulatory non-urgent care centres such as:
- performing rapid primary initial assessments
- performing 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

Competency: R-3
Client Services

Date: July 25, 2012

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 facilitate the implementation of the care plan.

R-3-3 Demonstrate knowledge and ability to assign care to the unregulated health care providers 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 centers, offices

R-3-7 Demonstrate knowledge and ability to assess safety by recognizing, documenting and referring safety concerns.
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:
- adjusting nursing care procedures to the environment
- modifying treatments to fit the environment
- recognizing effect of the community environment on client and / or family
Major Competency Area: R

Community Health

Competency: R-4

Primary Health Care

Date: July 25, 2012

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, such as first aid, CPR, etc
A Licensed Practical Nurse will:

**R-5-1** Demonstrate knowledge and ability to assess client’s needs and direct care as necessary:
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

**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

Competency: R-6
Preventative Health

Date: July 25, 2012

A Licensed Practical Nurse will:

R-6-1 Demonstrate knowledge of the concept of preventative health.

R-6-2 Demonstrate knowledge and ability to collaborate in the planning 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 collaborate in the planning 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 collaborate in the planning and participate in actions of tertiary prevention such as:
- establishing goals to return client to highest level of function
- preventing further deterioration in health
- preventing recurrences of the health issues
- focusing on rehabilitation of client
Major Competency Area: R

Community Health

Competency: R-7

Health Teaching

Date: July 25, 2012

A Licensed Practical Nurse will:

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

- 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

Competency: S-1

Knowledge of Clinic Based Nursing

Date: July 25, 2012

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
- facilitation 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

Competency: S-2
Assessment and Prioritizing of Client Needs

Date: July 25, 2012

A Licensed Practical Nurse will:

S-2-1   Demonstrate ability to participate in the 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)
   - compare actual assessment findings to expected findings
   - consult appropriate care provider when assessment findings:
      - are not as anticipated, changed or new
      - client is not achieving intended outcomes
      - status is becoming variable or less predictable

S-2-3   Demonstrate knowledge and ability to determine if client’s basic needs are being met such as:
   - clothing
   - food
   - shelter
   - safety
   - transportation
Major Competency Area: S

Clinic Based Nursing

Competency: S-3
Nursing Interventions

Date: July 25, 2012

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, e.g., wart removal
- blood glucose monitoring
- eye irrigations
- initiate CPR
- inhalation therapy
- injections and immunizations (Immunization Specialty-see Competency Band GG)
- medication administration
- medication reconciliation
- 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)
- assist with pap smears
- assisting with procedures and tests such as:
  - preparation of slides for microscopic examination
  - sigmoidoscopy
  - vasectomy
  - circumcision
  - biopsy.
- initiate intravenous infusion (see Competency Band V)

**S-4-1** | **Demonstrate knowledge and ability in the performance of Well Woman Pap Smears with on-site physician consultation***
---|---

*LPNs may perform pap smears once they have successfully completed the necessary employer based education and successfully completed a clinical mentorship. LPNs may perform pap smears in the specific and limited context of the annual Well Woman exam on clients who have at least one PAP smear in the past (without complications or untoward outcomes).

LPNs **may not** perform pap smears on clients if:

1. The client has **known** gynecological disease.
2. The client has **known high risk** factors for gynecological disease.
3. The client has never had a pap smear (unknown response to procedure) or has had known complications from a previous procedure (known untoward outcomes).
4. The client requires a pap smear specific to follow-up a previous pap smear.
Major Competency Area: S
Clinic Based Nursing

Competency: S-4
Coordinate Client Referral

Date: July 25, 2012

A Licensed Practical Nurse will:

S-4-1 Demonstrate ability to perform necessary client referrals.
A Licensed Practical Nurse will:

S-5-1 Demonstrate knowledge and ability to provide support and teaching to client, family, and public.
A Licensed Practical Nurse will:

**S-6-1** Demonstrate knowledge of the anatomy of the ear.

**S-6-2** Demonstrate knowledge of the purpose for the ear syringing.

**S-6-3** 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

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

Date: July 25, 2012

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 such as:
- 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.

**T-1-4** Demonstrate ability to achieve competence and/or certification in areas such as:
- Basic Life Support – Level C, Health Care Providers
- Health and Safety
- Audiometric testing
- Automatic External Defibrillator (AED)
- Breathalyzer application
- Immunization Certificate (See Competency Band GG)
- Urine drug screening
- Venipuncture (See Competency Band DD)
- other areas as appropriate and necessary
Major Competency Area: T

Occupation Health and Safety

Competency: T-2
Application of Nursing Process

Date: July 25, 2012

A Licensed Practical Nurse will:

**T-2-1** Demonstrate ability to apply nursing knowledge and nursing process in occupational health and safety environment such as:
- ensuring that medical directives and nursing protocols are available and current
- utilizing health assessment skills to evaluate ill or injured workers
- reviewing and understanding patient data and establishing priorities of care
- providing nursing interventions to minimize effects of illness, injury, or disability and promoting early return to work
- referring ill or injured workers to appropriate community resources
- providing one-to-one education
- ensuring continuity of care
- providing follow-up and evaluation of treatment
- identifying causes of and / or trends in occupational injury / illness and making recommendations for control

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

**T-2-3** Demonstrate ability to perform necessary client referrals.
Major Competency Area: T

Occupation Health and Safety

Competency: T-3

Health and Safety Promotion

Date: July 25, 2012

A Licensed Practical Nurse will:

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

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

T-3-2  Demonstrate knowledge and ability to provide necessary education to clients.
Major Competency Area: T

Occupation Health and Safety

Competency: T-4

Collaborate With Health Professionals

Date: July 25, 2012

A Licensed Practical Nurse will:

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

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 recognize when and how to refer client for appropriate treatment, therapy, and rehabilitation.
Major Competency Area: T

Occupation Health and Safety

Competency: T-5

Respond to Emergency Situations

Date: July 25, 2012

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 such as:
- establishing and maintaining first aid measures according to industrial standards
- maintaining emergency equipment for response to work related accidents

T-5-3 Demonstrate ability to provide emergency medical treatment in the event of injury such as:
- providing emergency scene management:
  - assess hazards and ensure safety at scene
  - contact appropriate people to move hazards
- providing 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
- documenting and reporting the event
Major Competency Area: T

Occupation Health and Safety

Competency: T-6
Provision of Support for Program

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>T-6-1</th>
<th>Demonstrate ability to manage the Occupational Health and Safety office such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• providing administrative support:</td>
</tr>
<tr>
<td></td>
<td>o attendance reports</td>
</tr>
<tr>
<td></td>
<td>o responding to calls</td>
</tr>
<tr>
<td></td>
<td>o computer records</td>
</tr>
<tr>
<td></td>
<td>o documentation</td>
</tr>
<tr>
<td></td>
<td>• maintaining statistics regarding accidents, near-miss accidents, WCB claims,</td>
</tr>
<tr>
<td></td>
<td>and progress reports</td>
</tr>
<tr>
<td></td>
<td>• completing external agency forms and protocols</td>
</tr>
<tr>
<td></td>
<td>• following proper channels of communication</td>
</tr>
<tr>
<td></td>
<td>• adhering to policy and procedures</td>
</tr>
<tr>
<td></td>
<td>• practicing effective time management</td>
</tr>
<tr>
<td></td>
<td>• contributing to evaluation of program</td>
</tr>
</tbody>
</table>
U: Medication Administration
Major Competency Area: U

Medication Administration

Competency: U-1

Pharmacology and Principles of Administration of Medications

Date: July 25, 2012

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:

- describing the physiological mechanisms of medication action including:
  - absorption
  - distribution
  - metabolism
  - excretion
- identifying the factors which affect medication action in adults, elderly, and children
- identifying toxic, idiosyncratic, allergic, interactive, and side effects of medications

U-1-3 Demonstrate knowledge of the principles of medication administration as related to client assessment, evaluation, and documentation.

- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

U-1-4 Demonstrate ability to adhere to agency policy and procedure in the safe administration of medications.
Major Competency Area: U

Medication Administration

Competency: U-2
Assess Client Need for Medication

Date: July 25, 2012

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 behaviour:
  • compare actual assessment findings to expected findings
  o consult appropriate care provider when assessment findings:
    ▪ are not as anticipated, changed or new
    ▪ client is not achieving intended outcomes
    ▪ status is becoming variable or less predictable

U-2-2 Demonstrate ability to review the pertinent information regarding client prior to preparing the medication.

U-2-3 Demonstrate knowledge and ability to assess the appropriateness of the route of medication administration for the client.

U-2-4 Demonstrate ability to identify risk factors and contraindications to the medication and report appropriately.

U-2-5 Demonstrate ability to perform and document assessment and nursing actions related to risk factors.
A Licensed Practical Nurse will:

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

U-3-2 Demonstrate knowledge and ability to accept, process, clarify if needed and initiate medication orders such as:
- written, verbal, phone or electronic order
- time limited order
- care directives
- stat order
- PRN order

U-3-3 Demonstrate knowledge and ability to verify the appropriateness of a medication order.
Major Competency Area: U
Medication Administration

Competency: U-4
Access Resources and Information

Date: July 25, 2012

A Licensed Practical Nurse will:

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

U-4-2 Demonstrate knowledge and ability to identify the types of information to be researched about a medication prior to administration such as:
- 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
- medication reconciliation
Major Competency Area: U

Medication Administration

Competency: U-5
Calculating Medication Dosages

Date: July 25, 2012

A Licensed Practical Nurse will:

U-5-1 Demonstrate ability to apply mathematical principles to calculate medication dosages and solutions with 100% accuracy:
- recognizes when and how consult appropriate health professional for an independent double check of math calculations

U-5-2 Demonstrate knowledge and ability to identify the common systems of measurement such as:
- 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 such as:
- calculating 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
- seeking guidance from another health professional as necessary
A Licensed Practical Nurse will:

**U-6-1** Demonstrate knowledge and ability to prepare medication for administration such as:
- mixing powdered oral medications
- mixing powder in a vial with diluents for injectable medications
- mixing medications in a syringe

**U-6-2** Demonstrate knowledge and ability to prepare medications for injection.
Major Competency Area: U

Medication Administration

Competency: U-7
Administration of Medication

Date: July 25, 2012

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 such as:
- enteral:
  - oral
  - tube feed, nasogastric delivery
- parenteral:
  - subcutaneous
  - peripheral intravenous (See competency band V, AA)
    - continuous infusion of plan or bags pre-mixed by manufacturer or pharmacist
    - intermittent medication infusions
  - intramuscular
  - intradermal*
  - direct intravenous push**
- 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 such as:
- documenting administration of medication immediately after administering
- using specific forms supplied for medication documentation per agency
- using computerized documentation

*Intradermal: is an entry level competency, however most practitioners have limited exposure to this route during the learning process and will require mentorship with the skill once in the clinical/employment setting

**Direct intravenous push of medications: Applies in a very limited context or practice setting. DIVP is not designed to have broad applicability to most LPNs and can only be performed by LPNs who have completed the necessary employer’s education. Competency in this skill does not transfer from care area to care area within the same employer unless such transferability is specifically outlined in an employer’s policy. Competency does not transfer from employer to employer.

Medications given to maintain patency of a peripheral IV are different and are not included in this proviso.
Major Competency Area: U
Medication Administration

Competency: U-8
Prepare and Administer Injections

Date: July 25, 2012

A Licensed Practical Nurse will:

U-8-1 Demonstrate ability to properly prepare medication for injection.

U-8-2 Demonstrate ability to apply best practice safety principles in injections.

U-8-3 Demonstrate ability to provide necessary education specific to the procedure.

U-8-4 Demonstrate ability to prepare the environment for administering the injection.

U-8-5 Demonstrate ability to select and landmark site for injection.

U-8-6 Demonstrate ability to use proper technique to administer injection such as:
  - subcutaneous
  - intradermal
  - intramuscular
  Intravenous (see proviso on previsions page)

U-8-8 Demonstrate ability to dispose of sharps, used equipment, and supplies appropriately.
Competency: U-8

Prepare and Administer injections

A Licensed Practical Nurse will:

U-8-10  Demonstrate ability to record the medication administration and client’s response.

U-8-11  Demonstrate ability to document and report effects from medication appropriately.
Major Competency Area: U

Medication Administration

Competency: U-9

Nitrous Oxide

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>U-9-1</th>
<th>Demonstrate knowledge of the risks and precautions in the administration of nitrous oxide.</th>
</tr>
</thead>
<tbody>
<tr>
<td>U-9-2</td>
<td>Demonstrate knowledge and ability to recognize adverse reactions and implement interventions after administration of nitrous oxide.</td>
</tr>
</tbody>
</table>
Major Competency Area: U

Medication Administration

Competency: U-10
Support and Teaching

Date: July 25, 2012

A Licensed Practical Nurse will:

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

Medication Administration

Competency: U-11

Monitoring Drug Effectiveness

Date: July 25, 2012

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 assess and monitor the client while medication is being administered and intervene appropriately as necessary:

- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

U-11-3 Demonstrate knowledge and ability to evaluate the outcome of the medication on the client and seek appropriate intervention as necessary:

- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

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 such as:

- identifying symptoms of anaphylaxis:
  - severe bronchospasm
  - shortness of breath
  - angioedema
  - hypotension
  - urticaria
- administering anaphylactic medications as appropriate
- seeking assistance from other health care professionals
Major Competency Area: U

Medication Administration

Competency: U-12
Storage and Disposal Procedures

Date: July 25, 2012

A Licensed Practical Nurse will:

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

Medication Administration

Competency: U-13
Drug Counts on Controlled Medications

Date: July 25, 2012

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 such as:
- recording on inventory sheets for controlled medications / narcotic drug counts
- participating in shift count and recording the controlled medication inventory
- recording on inventory sheets upon addition or removal of medication from appropriate secured area (pharmacy)
- using automated inventory systems
- co-signing waste of controlled medication / narcotics
Major Competency Area: U

Medication Administration

Competency: U-14

Diagnostic Imaging Contrast Agents

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>U-14-1</th>
<th>Demonstrate knowledge of the different types of diagnostic imaging contrast agents.</th>
</tr>
</thead>
<tbody>
<tr>
<td>U-14-2</td>
<td>Demonstrate knowledge and understanding regarding authorized administration of diagnostic imaging contrast agents.</td>
</tr>
<tr>
<td>U-14-3</td>
<td>Demonstrate knowledge of adverse reactions and interventions necessary after the administration of diagnostic imaging contrast agents.</td>
</tr>
</tbody>
</table>

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

Competency: U-15

Professional Accountability in Medication Administration

Date: July 25, 2012

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

Competency: V-1
Knowledge of Intravenous Therapy

Date: July 25, 2012

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 such as:
- 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.

V-1-5 Demonstrate ability to differentiate between peripheral lines, central lines, implanted ports, and epidurals.
Major Competency Area: V
Infusion Therapy

A Licensed Practical Nurse will:

V-2-1  Demonstrate knowledge and ability to initiate, manage, monitor, maintain, regulate, and evaluate peripheral infusion therapy.

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

V-2-3  Demonstrate knowledge and ability to set-up and change infusion line.

V-2-4  Demonstrate knowledge and ability to use a variety of infusion therapy equipment such as:
  • programmable infusion equipment
  • patient controlled analgesia pumps (PCA pumps
    • rate revisions (reduction only)
    • cartridge change (same drug, dose concentration, rate only)

V-2-5  Demonstrate ability to calculate infusion rates.

V-2-6  Demonstrate knowledge and ability to anticipate and recognize the etiology of or clinical manifestations of complications, initiate nursing measures to prevent complications and/or respond to complications of intravenous therapy.
A Licensed Practical Nurse will:

V-2-7  Demonstrate knowledge and ability to resolve common problems associated with peripheral intravenous therapy.

V-2-8  Demonstrate knowledge and ability to initiate, flush*, monitor and discontinue heparin and saline locks in established peripheral infusion sites.

V-2-9  Demonstrate knowledge of administration of medications for infusion as per medication order. (see Competency Band U)

V-2-10 Demonstrate knowledge and ability to monitor and regulate Total Parenteral Nutrition (TPN).

*Routine flush for patency is not considered Direct IV Push.
Major Competency Area: V

Infusion Therapy

Competency: V-3

Initiate and Discontinue Peripheral Infusion

Date: July 25, 2012

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 ability to discontinue peripheral infusion and remove infusion catheter.
Major Competency Area: V

Infusion Therapy

Competency: V-4

Care of a Central Line

Date: July 25, 2012

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
  - peripherally inserted central catheter (PICC)

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 assess and monitor the central line infusion.
Major Competency Area: V

Infusion Therapy

Competency: V-5

Care of a Central Line in Specific Settings

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>V-5-1</th>
<th>Demonstrate knowledge and ability to provide additional care to a client with a central line as per agency policy such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• cap / tubing change</td>
</tr>
<tr>
<td></td>
<td>• flush</td>
</tr>
<tr>
<td></td>
<td>• heparin/saline locks</td>
</tr>
<tr>
<td></td>
<td>• withdraw blood</td>
</tr>
<tr>
<td></td>
<td>• administration of fluids and medications as appropriate</td>
</tr>
</tbody>
</table>

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

Nova Scotia Licensed Practical Nurses Competency Profile
Major Competency Area: V

Infusion Therapy

Competency: V-6

Hypodermoclysis

Date: July 25, 2012

A Licensed Practical Nurse will:

V-6-1 Demonstrate knowledge of human anatomy and physiology, specifically the circulatory system.

V-6-2 Demonstrate knowledge regarding the purpose of hypodermoclysis such as:
- 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 such as:
- upper chest wall
- abdominal wall
- anterolateral thigh

V-6-4 Demonstrate ability to provide medications and fluids via hypodermoclysis (See Competency Band U).

V-6-5 Demonstrate knowledge and ability to initiate, assess, monitor, maintain, regulate, and evaluate hypodermoclysis infusion.
Competency: V-6

Hypodermoclysis

A Licensed Practical Nurse will:

V-6-7 Demonstrate knowledge and ability to identify and describe etiology and clinical manifestation of complications of hypodermoclysis.

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.
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 such as:
- 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 initiate, assess, monitor and regulate administration 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 such as:
- 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 assess the client and evaluate therapeutic and non-therapeutic responses to blood transfusion:
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

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**

Competency: **W-1**

LPN Regulation

Date: July 25, 2012

A Licensed Practical Nurse will:

**W-1-1** Demonstrate knowledge and understanding of the current Licensed Practical Nurse Act.

**W-1-2** Demonstrate knowledge and understanding of the role of the College of Licensed Practical Nurses of Nova Scotia.

**W-1-3** Demonstrate knowledge and understanding of key components of the LPN Act and Regulations such as:

- registration
- “nurse” as a protected title
- continuing competence
- mandatory participation in the ongoing and annual continuing competence program (CCP)
- disciplinary process / alternative complaint resolution
Major Competency Area: W

Professionalism

Competency: W-2
Licensed Practical Nurse
Scope of Practice

Date: July 25, 2012

A Licensed Practical Nurse will:

W-2-1 Demonstrate knowledge of the scope of practice as outlined in the LPN Act, Regulations and the Competency Profile for LPNs.
Major Competency Area: W

Professionalism

Competency: W-3

Professional Standards of Practice

Date: July 25, 2012

A Licensed Practical Nurse will:

W-3-1 Demonstrate knowledge, understanding and application of CLPNNS Standards of Practice.

- Standards for Application of the Nursing Process:
  - Assessment
  - Participates in Planning/Nursing Diagnosis
  - Expected Outcomes
  - Implementation
  - Evaluation
Major Competency Area: W

Professionalism

Competency: W-4

Professional Ethics

Date: July 25, 2012

A Licensed Practical Nurse will:

W-4-1 Demonstrate knowledge and application of the Code of Ethics of CLPNNS.

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.

W-4-5 Demonstrate knowledge and ability to act as an advocate for and empower clients and families.

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

Competency: W-5

Professional Accountability

Date: July 25, 2012

A Licensed Practical Nurse will:

W-5-1  Demonstrate accountability for one’s own nursing practice, actions and inactions.

W-5-2  Demonstrate understanding of LPNs external accountabilities:
   • to clients, to provide safe, competent, ethical care
   • to employer, to work within job descriptions, policies and procedures
   • to regulatory college (CLPNNS) to maintain Standards of Practice and Code of Ethics

W-5-3  Demonstrate knowledge and responsibility to ensure that nursing knowledge is current.

W-5-4  Demonstrate ability to identify when assistance is required or when an assignment is beyond competence level or outside scope of practice.
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 specific to the concepts of privileged and confidential client information.

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 and 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

Competency: W-7
Professional Boundaries

Date: July 25, 2012

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 behaviours 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, ability to recognize and report (includes documentation) of unacceptable behaviours such as:
- abusing of clients:
  - emotional / verbal abuse
  - physical abuse / bodily harm
  - sexual abuse
  - neglect
  - financial abuse
- insensitivity to religious and cultural beliefs and values
- poor of sub-standard practice of others

W-7-4 Demonstrate ability to intervene as appropriate to prevent potential or actual abusive situations or unprofessional activities.
Major Competency Area: \textbf{W}

Professionalism

Competency: \textbf{W-8}

\textbf{Fitness to Practice}

Date: July 25, 2012

A Licensed Practical Nurse will:

\textbf{W-8-1} \hspace{1cm} \textbf{Demonstrate knowledge of the physical / mental capacity necessary for an LPN to provide safe, competent and ethical care.}

\textbf{W-8-2} \hspace{1cm} \textbf{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

\textbf{W-8-3} \hspace{1cm} \textbf{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

\textbf{W-8-4} \hspace{1cm} \textbf{Demonstrate ability to recognize when fitness to practice is compromised and take action.}
Major Competency Area: W

Professionalism

Competency: W-9

Continuing Competence and Professional Development

Date: July 25, 2012

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 CLPNNS Continuing Competence Program using established tools:
- self-assessment
- develop, prioritize, implement and evaluate a plan to meet own learning needs
- maintain a portfolio/record of learning activities
- participate in verification process

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 regulatory, provincial, regional and local level to enhance quality health care.
Major Competency Area: W

Professionalism

Competency: W-10
Policy and Procedures

Date: July 25, 2012

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

Competency: W-11
Nursing and Clinical Research

Date: July 25, 2012

A Licensed Practical Nurse will:

W-11-1 Demonstrate knowledge of the elements and impact of nursing research and evidence-based practice.

W-11-2 Demonstrate knowledge of research methods and ability to access research:
   • understand basic guidelines to research

W-11-3 Demonstrate knowledge of common barriers to research.

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
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.

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.
Nova Scotia Licensed Practical Nurses Competency Profile

Major Competency Area: X

Licensed Practical Nurse
Leadership Role

Competency: X-2
Team Lead Role

Date: July 25, 2012

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 team leader role, nursing care delivery model, agency policies.

X-2-3 Demonstrate ability to assess the health status of assigned patients / clients / residents.

X-2-4 Demonstrate ability to review and understand 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

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:

<table>
<thead>
<tr>
<th>X-2-11</th>
<th>Demonstrate ability to communicate effectively with other health team members.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• provide feedback to others as necessary</td>
</tr>
<tr>
<td></td>
<td>• engage others in important conversations about client needs, professional responsibilities or practice</td>
</tr>
</tbody>
</table>

| 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. |

<table>
<thead>
<tr>
<th>X-2-14</th>
<th>Demonstrate knowledge and ability to manage concerns and problems by:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• accurately identifying the problem</td>
</tr>
<tr>
<td></td>
<td>• gathering information to formulate proposed solutions</td>
</tr>
<tr>
<td></td>
<td>• examining all workable solutions</td>
</tr>
<tr>
<td></td>
<td>• taking action to solve problems as appropriate</td>
</tr>
<tr>
<td></td>
<td>• evaluating efficacy of action</td>
</tr>
<tr>
<td></td>
<td>• report / consult as appropriate</td>
</tr>
</tbody>
</table>

| 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. |
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 License to assume a team lead role.
Major Competency Area: X
Licensed Practical Nurse
Leadership Role

Competency: X-3
Organizational Structure

Date: July 25, 2012

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

Competency: X-4
Risk Management

Date: July 25, 2012

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.

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.
A Licensed Practical Nurse will:

X-5-1 **Demonstrate ability to collaborate in the formulation of nursing care plans or inter-professional plans of care.**

X-5-2 **Demonstrate the ability to collaborate with:**
- the RN to validate/approve the _initial_ nursing component of the care plan
- the appropriate care provider to validate/approve the _initial_ interprofessional plan of care (see Competency band B)

X-5-3 **Demonstrate ability to communicate nursing care plans to client, family, and staff and elicit their input into a plan as appropriate.**

X-5-4 **Demonstrate ability to communicate own ideas and suggestions for improvements in nursing care to the appropriate personnel.**

X-5-5 **Demonstrate ability to participate in nursing policy changes.**

X-5-6 **Demonstrate ability to participate in the strategic or emergency planning process of an organization.**
A Licensed Practical Nurse will:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>X-6-1</td>
<td>Demonstrate ability to apply critical thinking and clinical judgment when practicing in human resource management.</td>
</tr>
</tbody>
</table>
| 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

<table>
<thead>
<tr>
<th>Competency: X-7</th>
<th>Date: July 25, 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mentoring</td>
<td></td>
</tr>
</tbody>
</table>

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>X-7-1</th>
<th>Demonstrate knowledge of professional obligation to share knowledge, skill, and expertise with junior colleagues.</th>
</tr>
</thead>
<tbody>
<tr>
<td>X-7-2</td>
<td>Demonstrate ability to share knowledge, skill, and expertise with colleagues.</td>
</tr>
<tr>
<td>X-7-3</td>
<td>Demonstrate ability to seek opportunities to teach and mentor fellow LPNs, students, and others such as:</td>
</tr>
<tr>
<td></td>
<td>• articulating and promoting the role of the LPN to others</td>
</tr>
<tr>
<td></td>
<td>• contributing to an environment that is conducive to learning</td>
</tr>
<tr>
<td></td>
<td>• sharing knowledge and skills by mentoring, supporting and providing feedback</td>
</tr>
<tr>
<td></td>
<td>• collaborating to create and maintain healthy environments in local, regional, and national communities</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>X-7-4</th>
<th>Demonstrate ability to serve as preceptor and provide mentorship to novice LPNs and students.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>X-7-5</th>
<th>Demonstrate knowledge of professional responsibility when supervising students such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• providing appropriate support</td>
</tr>
<tr>
<td></td>
<td>• providing guidance and supervision as necessary</td>
</tr>
<tr>
<td></td>
<td>• role modeling professional behavior</td>
</tr>
<tr>
<td></td>
<td>• supervising performance as necessary</td>
</tr>
</tbody>
</table>
Major Competency Area: X
Licensed Practical Nurse
Leadership Role

Competency: X-8
Assignment/Delegation to Unregulated Health Care Providers

Date: July 25, 2012

A Licensed Practical Nurse will:

X-8-1 Demonstrate knowledge and ability to assign/delegate, educate, and supervise unregulated health care providers following guidelines such as:
- agency policy and procedures

X-8-2 Demonstrate ability to determine the extent 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 job description and competence.

X-8-4 Demonstrate ability to recognize the need for ensuring competence and support through:
- teaching
- written instructions
- indirect supervision
- direct supervision

X-8-5 Demonstrate ability to clearly communicate the expectations and outcomes in concise and measurable terms.

X-8-6 Demonstrate ability to encourage feedback and communication 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/delegated 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

Competency: X-9
Organize and Facilitate Meetings

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>X-9-1</th>
<th>Demonstrate knowledge and ability to plan an agenda and organize a meeting.</th>
</tr>
</thead>
<tbody>
<tr>
<td>X-9-2</td>
<td>Demonstrate knowledge and ability to facilitate a meeting.</td>
</tr>
<tr>
<td>X-9-3</td>
<td>Demonstrate knowledge and ability to prepare minutes and follow through with action plan.</td>
</tr>
</tbody>
</table>
Y: Orthopaedic Specialty
Major Competency Area: Y

Orthopaedic Specialty

Competency: Y-1

Authorization and Standards

Date: July 25, 2012

A Licensed Practical Nurse will:

Y-1-1 Demonstrate understanding of the advanced education/training required to work in the orthopaedic specialty.
Major Competency Area: Y

Orthopaedic Specialty

Competency: Y-2

Knowledge and Application of Orthopaedic Specialty

Date: July 25, 2012

A Licensed Practical Nurse will:

Y-2-1 Demonstrate advanced knowledge of human anatomy and physiology of:
- body systems
- body planes and directions
- related terminology

Y-2-2 Demonstrate advanced knowledge of orthopaedic medical conditions and treatment such as:
- 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:

<table>
<thead>
<tr>
<th>Y-2-2</th>
<th>Demonstrate advanced knowledge of orthopaedic medical conditions and treatment such as: (continued)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• soft tissue injury</td>
</tr>
<tr>
<td></td>
<td>• other:</td>
</tr>
<tr>
<td></td>
<td>• muscle injuries</td>
</tr>
<tr>
<td></td>
<td>• osteoporosis</td>
</tr>
<tr>
<td></td>
<td>• congenital disorders</td>
</tr>
<tr>
<td></td>
<td>• kyphosis / scoliosis</td>
</tr>
<tr>
<td></td>
<td>• contractures / deformities</td>
</tr>
<tr>
<td></td>
<td>• growths / tumors</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Y-2-4</th>
<th>Demonstrate ability to recognize a variety of x-ray views such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• anterior / posterior</td>
</tr>
<tr>
<td></td>
<td>• axilla</td>
</tr>
<tr>
<td></td>
<td>• lateral</td>
</tr>
<tr>
<td></td>
<td>• mandibular</td>
</tr>
<tr>
<td></td>
<td>• panorex</td>
</tr>
<tr>
<td></td>
<td>• posterior / anterior</td>
</tr>
<tr>
<td></td>
<td>• oblique</td>
</tr>
<tr>
<td></td>
<td>• transverse</td>
</tr>
<tr>
<td></td>
<td>• tunnel</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Y-2-5</th>
<th>Demonstrate ability to teach the use of orthopaedic equipment such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• cane</td>
</tr>
<tr>
<td></td>
<td>• cast removal equipment</td>
</tr>
<tr>
<td></td>
<td>• CPM machine (continuous passive motion)</td>
</tr>
<tr>
<td></td>
<td>• crutches</td>
</tr>
<tr>
<td></td>
<td>• walker</td>
</tr>
</tbody>
</table>

| Y-2-6 | Demonstrate knowledge and ability to measure angles of joints using a goniometer.             |
A Licensed Practical Nurse will:

| Y-2-7 | Demonstrate ability to receive verbal and written physician orders pertaining to orthopaedics such as:  
|       | • accepting, transcribing, clarifying, initiating and following up on 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 orthopaedic devices |
Major Competency Area: Y
Orthopaedic Specialty

Competency: Y-3
Application of Orthopaedic Devices

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>Y-3-1</th>
<th>Demonstrate ability to teach the application of orthopaedic devices, in accordance with agency policy such as (but not limited to):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>acromioclavicular harness</td>
</tr>
<tr>
<td></td>
<td>airsplints</td>
</tr>
<tr>
<td></td>
<td>ankle brace</td>
</tr>
<tr>
<td></td>
<td>ankle foot orthosis</td>
</tr>
<tr>
<td></td>
<td>back braces</td>
</tr>
<tr>
<td></td>
<td>bunion splint</td>
</tr>
<tr>
<td></td>
<td>clavicle strap</td>
</tr>
<tr>
<td></td>
<td>elastic support stockings</td>
</tr>
<tr>
<td></td>
<td>finger splint</td>
</tr>
<tr>
<td></td>
<td>fracture brace</td>
</tr>
<tr>
<td></td>
<td>Gibney boot</td>
</tr>
<tr>
<td></td>
<td>Hare’s traction</td>
</tr>
<tr>
<td></td>
<td>hinged knee brace</td>
</tr>
<tr>
<td></td>
<td>humeral fracture brace</td>
</tr>
<tr>
<td></td>
<td>Iso-ulnar brace</td>
</tr>
<tr>
<td></td>
<td>Jones bandage</td>
</tr>
<tr>
<td></td>
<td>Pavlik harness</td>
</tr>
<tr>
<td></td>
<td>Sager splint</td>
</tr>
<tr>
<td></td>
<td>shoulder immobilizer / sling and swath / velpeau</td>
</tr>
<tr>
<td></td>
<td>soft / hard cervical collar / triple ruff</td>
</tr>
<tr>
<td></td>
<td>stump wrapping</td>
</tr>
<tr>
<td></td>
<td>tibial / femoral braces</td>
</tr>
<tr>
<td></td>
<td>tensors / tubigrip</td>
</tr>
<tr>
<td></td>
<td>Zimmer splint / knee immobilizer</td>
</tr>
</tbody>
</table>
Major Competency Area: Y

Orthopaedic Specialty

Competency: Y-4

Cast and Splint Care

Date: July 25, 2012

A Licensed Practical Nurse will:

Y-4-1 Demonstrate knowledge of construction, application, removal, and teaching of cast and splint care such as (but not limited to):
- 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
Orthopaedic Specialty

<table>
<thead>
<tr>
<th>Competency: Y-5</th>
<th>Application and Monitoring of Traction</th>
<th>Date: July 25, 2012</th>
</tr>
</thead>
</table>

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>Y-5-1</th>
<th>Demonstrate ability to set-up, apply, assist in application, and monitor manual, skin, and skeletal traction such as:</th>
</tr>
</thead>
</table>
|       | • balanced suspension  
|       | • Balkan frame  
|       | • Bryant or Gallows  
|       | • Bucks  
|       | • Gardner Wells  
|       | • pelvic  
|       | • Russells or Split Russells  
|       | • skeletal  
|       | • skin  
|       | • skull  
|       | • Steinmen pin insertion |

<table>
<thead>
<tr>
<th>Y-5-2</th>
<th>Demonstrate knowledge and application of casts for treatments of fractures, dislocations, and skeletal disorders such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• closed reductions under conscious sedation or use of bier block (ATS tourniquet).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Y-5-3</th>
<th>Demonstrate ability to assist with application of traction, insertion, and removal of pin devices such as:</th>
</tr>
</thead>
</table>
|       | • Crutchfield tongs  
|       | • External Fixators  
|       | • Gardner Wells tongs  
|       | • Halo devices  
|       | • Kirschner wires  
|       | • Steinmen pin |
A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>Y-5-4</th>
<th>Demonstrate ability to teach client and family regarding orthopaedic treatment and care such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td>•</td>
<td>orthopaedic condition</td>
</tr>
<tr>
<td>•</td>
<td>equipment and devices</td>
</tr>
<tr>
<td>•</td>
<td>orthopaedic procedures</td>
</tr>
<tr>
<td>•</td>
<td>physician orders and treatment plan</td>
</tr>
</tbody>
</table>
Z: Perioperative Nursing Specialty
Major Competency Area: Z

Perioperative Nursing Specialty

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>Z-1-1</th>
<th>Demonstrate understanding that additional education/training is required to work in the perioperative nursing specialty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Z-1-2</td>
<td>Demonstrate knowledge and application of CCPNR Perioperative Nursing Standards for LPNs.</td>
</tr>
</tbody>
</table>
A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>Z-2-1</th>
<th><strong>Demonstrate knowledge and ability to apply critical thinking and clinical judgment in the perioperative role.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Z-2-2</td>
<td><strong>Demonstrate knowledge and ability to practice perioperative nursing such as:</strong></td>
</tr>
<tr>
<td></td>
<td>• role of operating room nurse</td>
</tr>
<tr>
<td></td>
<td>• application of nursing process</td>
</tr>
<tr>
<td></td>
<td>• admission, discharge and transfer of client</td>
</tr>
<tr>
<td></td>
<td>• asepsis and sterile techniques</td>
</tr>
<tr>
<td></td>
<td>• surgical procedures, protocols, and related disease processes</td>
</tr>
<tr>
<td></td>
<td>• medications used in pre, intra, and post-operative care</td>
</tr>
<tr>
<td></td>
<td>• anaesthesia methods and protocols</td>
</tr>
<tr>
<td></td>
<td>• client and health care team safety measures</td>
</tr>
<tr>
<td></td>
<td>• assist in the teaching / orientation of new staff</td>
</tr>
<tr>
<td></td>
<td>• ordering of supplies, equipment as appropriate</td>
</tr>
<tr>
<td></td>
<td>• preparing costing for surgical procedures as appropriate</td>
</tr>
<tr>
<td></td>
<td>• protocols important to the surgical suite</td>
</tr>
<tr>
<td></td>
<td>• associated legalities, policy, and procedure</td>
</tr>
<tr>
<td></td>
<td>• documentation and reporting</td>
</tr>
<tr>
<td>Z-2-3</td>
<td><strong>Demonstrate knowledge and ability to perform the disinfection process within the surgical environment such as:</strong></td>
</tr>
<tr>
<td></td>
<td>• surgical theatre</td>
</tr>
<tr>
<td></td>
<td>• equipment and instruments</td>
</tr>
</tbody>
</table>
Competency: **Z-2**

**Knowledge and Application of Perioperative Nursing**

A Licensed Practical Nurse will:

| **Z-2-4** | **Demonstrate knowledge and ability to prepare supplies for sterilization such as:**  
|           | • linens and dressings  
|           | • glassware  
|           | • rubber goods  
|           | • instruments |

| **Z-2-5** | **Demonstrate knowledge and ability to perform various methods of sterilization such as:**  
|           | • steam sterilization (gravity displacement, pre-vacuum, pulsing gravity)  
|           | • chemical sterilization  
|           | • dry heat sterilization |

| **Z-2-6** | **Demonstrate 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

Competency: Z-3

Knowledge and Application of Scrub Role

Date: July 25, 2012

A Licensed Practical Nurse will:

Z-3-1 Demonstrate knowledge and ability to carry out the requirements of the perioperative scrub role such as:
- applying strict sterile technique
- providing the surgical team with instrumentation and supplies
- anticipating the needs of the surgical team
- ensuring 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:
- performing surgical scrub procedures
- performing client safety checks
- checking case cart / supplies
- ensuring equipment / instrumentation is available, set up, and in good repair
- preparing client skin prior to procedure
- preparing efficient sterile set-up
- draping client for procedure
- knowing sequence of events of surgery
- anticipating needs of surgeon
- organizing and handing sutures, needles, and staples
- manipulating and handing instruments to surgeon and assistants
- sponging, suctioning, and retracting incision as directed
- observing for inadvertent breaks in appropriate technique
- assisting with corrective action if necessary
- identifying specimens to circulating personnel and type of testing required
- when possible, anticipating unexpected or adverse events and taking action
- handling and preparing medications and contrasts for administration to the client
A Licensed Practical Nurse will:

**Z-3-2**

**Demonstrate knowledge and ability to perform the competencies of the scrub role such as:** (continued)

- participating in handling and counting of instruments and supplies:
  - prior to the beginning of surgery
  - during the surgery
  - prior to closure
- ensuring appropriate surgical procedure documentation is in place
- assisting with skin closure and apply sterile dressing as necessary
Major Competency Area: Z

Perioperative Nursing Specialty

Competency: Z-4

Knowledge and Application of Circulating Role

Date: July 25, 2012

A Licensed Practical Nurse will:

**Z-4-1** Demonstrate knowledge and ability to perform circulating role in the preparation of the operating room theatre such as:
- preparing the room supplies and equipment for the specific operative procedure (includes special equipment, positioning devices, sutures, case cart, warming supplies, IV solutions, physician cards)
- notifying all personnel who may be required for case i.e., pathologist, technicians
- ensuring x-rays and diagnostic tests are available if required

**Z-4-2** Demonstrate ability to prepare client for the surgical procedure such as:
- assessing client using pre-operative checklist
- transporting client to the operating room
- receiving client into the operating room and carry out appropriate checks
- assisting surgeon and anaesthetist with positioning client safely on the operating room table
- reassuring client and explain procedures
- applying monitor and equipment as required, i.e., ECG, BP, Pulse Oximetry, anaesthetic equipment
- attaching client to necessary equipment, i.e., tourniquet, drainage systems
- inserting urinary catheter and set up drainage
- preparing irrigation solutions as necessary
- preparing operative site, according to specific surgery guidelines
- assisting 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 such as:**

- preparing medication for administration to the client
- processing all specimens by labeling and handling appropriately
- inspecting all sterile items for contamination prior to opening
- inspecting and opening sterile supplies and handing to scrub personnel
- providing appropriate instruments and supplies as needed
- preparing supplies for sterilization
- documenting client care, specimens, sponge counts, medications used to operative site
- documenting blood loss, fluid output, and intake
- documenting any and all unusual incidents with appropriate follow up action
- monitoring vital signs as appropriate
- ensuring, along with a second individual, that all pre-op and closure counts are correct
- monitoring sterile technique and maintain the same throughout the case
- providing continuous, astute observation of the surgical team throughout the operative phase while meeting their needs with minimal time delays
- monitoring and evaluating 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 such as:**

- observing and providing appropriate response to complications and unexpected events during the surgical procedure i.e., cardiac arrest, hypothermia
- assisting in the physical client transfer and post-operative positioning
- affixing and observing the dressing post-operatively ensuring that all drains are properly connected and secured
- completing operative record
A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>Z-4-5</th>
<th>Demonstrate ability to provide support and assistance to ensure safety and efficiency such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• advocating for client</td>
</tr>
<tr>
<td></td>
<td>• ensuring co-ordination of days list of surgical procedures i.e., sending for patient, surgeons availability, staffing, ensuring necessary equipment available</td>
</tr>
<tr>
<td></td>
<td>• complying with WHMIS regulations</td>
</tr>
<tr>
<td></td>
<td>• applying standard precautions</td>
</tr>
<tr>
<td></td>
<td>• cleaning theatre between cases</td>
</tr>
<tr>
<td></td>
<td>• carrying out appropriate surgical scrub procedures</td>
</tr>
<tr>
<td></td>
<td>• carrying out safety checks, such as client identification, allergies, with circulating nurse</td>
</tr>
<tr>
<td></td>
<td>• checking case cart and supplies for completeness</td>
</tr>
<tr>
<td></td>
<td>• ensuring all equipment and instrumentation is in good repair and available</td>
</tr>
<tr>
<td></td>
<td>• troubleshooting equipment that malfunctions and seek assistance</td>
</tr>
<tr>
<td></td>
<td>• facilitating use of accessory surgical equipment</td>
</tr>
<tr>
<td></td>
<td>• recognizing an emergent situation and asks for assistance as required</td>
</tr>
</tbody>
</table>
Major Competency Area: Z

Perioperative Nursing Specialty

Competency: Z-5

Knowledge and Assistance to the Anaesthetist

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>Z-5-1</th>
<th>Demonstrate knowledge and ability to assist anaesthetist such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td>•</td>
<td>providing supplies to anaesthetist as required</td>
</tr>
<tr>
<td>•</td>
<td>preparing appropriate endotracheal tubes</td>
</tr>
<tr>
<td>•</td>
<td>assisting the anaesthetist with epidural, spinal, topical, retrobulbular, local anaesthetics, and nerve block</td>
</tr>
<tr>
<td>•</td>
<td>initiating intravenous and preparing supplies for anaesthetist</td>
</tr>
<tr>
<td>•</td>
<td>preparing and providing drug to the anaesthetist when requested</td>
</tr>
<tr>
<td>•</td>
<td>assisting with induction of anaesthetic:</td>
</tr>
<tr>
<td></td>
<td>o intubation, fixation, and connection of endotracheal tube</td>
</tr>
<tr>
<td></td>
<td>o cricoid pressure if necessary</td>
</tr>
<tr>
<td>•</td>
<td>applying necessary eye protection, i.e., tape, saline sponge, etc.</td>
</tr>
<tr>
<td>•</td>
<td>assisting with preparation related to insertion of CVP, arterial lines, blood warmers</td>
</tr>
<tr>
<td>•</td>
<td>checking blood and blood products identification with anaesthetist or RN</td>
</tr>
<tr>
<td>•</td>
<td>assisting with extubation and reversal of anaesthesia</td>
</tr>
<tr>
<td>•</td>
<td>assisting with transfer of client to “Post Anaesthetic Recovery Room”, ICU, or designated ward</td>
</tr>
<tr>
<td>•</td>
<td>restocking drugs for anaesthetic supply</td>
</tr>
</tbody>
</table>
Major Competency Area: Z
Perioperative Nursing Specialty

Competency: Z-6
Knowledge and Application of Prep Room Role
Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>Z-6-1</th>
<th>Demonstrate advanced knowledge and ability to receive and monitor client in prep room or pre-surgery care such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• providing explanations and demonstrate a caring attitude to the client</td>
</tr>
<tr>
<td></td>
<td>• providing information, materials, and support for client and family</td>
</tr>
<tr>
<td></td>
<td>• checking each pre-operative chart for completeness as per policy:</td>
</tr>
<tr>
<td></td>
<td>o accurate, complete identification of client and chart</td>
</tr>
<tr>
<td></td>
<td>o history</td>
</tr>
<tr>
<td></td>
<td>o prior surgery</td>
</tr>
<tr>
<td></td>
<td>o allergy check</td>
</tr>
<tr>
<td></td>
<td>o hemoglobin, E.C.G., urinalysis as required</td>
</tr>
<tr>
<td></td>
<td>o consult if required</td>
</tr>
<tr>
<td></td>
<td>• seeking verbal confirmation of the following from the client:</td>
</tr>
<tr>
<td></td>
<td>o name</td>
</tr>
<tr>
<td></td>
<td>o doctor</td>
</tr>
<tr>
<td></td>
<td>o operative site</td>
</tr>
<tr>
<td></td>
<td>o nothing per mouth</td>
</tr>
<tr>
<td></td>
<td>o dentures / other prostheses / loose teeth</td>
</tr>
<tr>
<td></td>
<td>o jewellery / metal protocols</td>
</tr>
<tr>
<td></td>
<td>o pre-existing medical conditions / medications</td>
</tr>
<tr>
<td></td>
<td>o allergies</td>
</tr>
<tr>
<td></td>
<td>• providing the client with warm blankets, pillows, and other comfort measures</td>
</tr>
<tr>
<td></td>
<td>• attaching monitoring devices, i.e., blood pressure, oxygen, E.C.G.</td>
</tr>
<tr>
<td></td>
<td>• providing O₂ when required or ordered by doctor</td>
</tr>
<tr>
<td></td>
<td>• checking all fluids levels i.e., IV and drainage unit</td>
</tr>
<tr>
<td></td>
<td>• attaching patient equipment to electrical outlet if battery supply is low</td>
</tr>
<tr>
<td></td>
<td>• assisting surgeons and anaesthetists with physical examinations of client</td>
</tr>
<tr>
<td></td>
<td>• providing necessary equipment and providing privacy for client</td>
</tr>
<tr>
<td></td>
<td>• assisting anaesthetist with topical, retrobulbar, local anaesthetic, administration of eye medication, initiation of IV site</td>
</tr>
<tr>
<td></td>
<td>• maintaining knowledge of crash cart, defibrillator, and code criteria</td>
</tr>
</tbody>
</table>
AA: Dialysis Nursing Specialty
Major Competency Area: AA

Dialysis Nursing Specialty

Competency: AA-1

Authorization and Standards

Date: July 25, 2012

A Licensed Practical Nurse will:

| AA-1-1 | Demonstrate understanding of the advanced education/training required to work in the dialysis specialty. |
### Major Competency Area: AA
#### Dialysis Nursing Specialty

### Competency: AA-2

**Knowledge of Dialysis Nursing**

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>AA-2-1</th>
<th>Demonstrate advanced knowledge and ability to apply critical thinking and clinical judgment in the dialysis role.</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA-2-2</td>
<td>Demonstrate advanced knowledge of human anatomy and physiology, specifically the urinary system, renal function, and cardiovascular system.</td>
</tr>
<tr>
<td>AA-2-3</td>
<td>Demonstrate advanced knowledge of pathophysiology, symptoms, treatment, and interventions of renal failure such as:</td>
</tr>
<tr>
<td></td>
<td>• pathophysiology of renal failure</td>
</tr>
<tr>
<td></td>
<td>• symptoms</td>
</tr>
<tr>
<td></td>
<td>• disruption to kidney function</td>
</tr>
<tr>
<td></td>
<td>• osmosis, diffusion, ultra-filtration</td>
</tr>
<tr>
<td></td>
<td>• symptoms related to poor dialysis</td>
</tr>
<tr>
<td></td>
<td>• treatments:</td>
</tr>
<tr>
<td></td>
<td>• peritoneal dialysis</td>
</tr>
<tr>
<td></td>
<td>• haemodialysis</td>
</tr>
<tr>
<td></td>
<td>• diet and fluid restrictions</td>
</tr>
<tr>
<td></td>
<td>• sodium, potassium, calcium and phosphorous restrictions</td>
</tr>
<tr>
<td>AA-2-4</td>
<td>Demonstrate advanced knowledge and ability to assess client undergoing dialysis:</td>
</tr>
<tr>
<td></td>
<td>• compare actual assessment findings to expected findings</td>
</tr>
<tr>
<td></td>
<td>• consult appropriate care provider when assessment findings:</td>
</tr>
<tr>
<td></td>
<td>• are not as anticipated, changed or new</td>
</tr>
<tr>
<td></td>
<td>• client is not achieving intended outcomes</td>
</tr>
<tr>
<td></td>
<td>• status is becoming variable or less predictable</td>
</tr>
<tr>
<td>AA-2-5</td>
<td>Demonstrate advanced knowledge and ability to apply standard precautions, WHMIS Regulations, and principles of asepsis in Dialysis Nursing.</td>
</tr>
</tbody>
</table>
Major Competency Area: **AA**

**Dialysis Nursing Specialty**

**Competency: AA-3**

**Assessment and Nursing Care of Dialysis Client**

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>AA-3-1</th>
<th>Demonstrate advanced knowledge and assessment of the access for evidence of:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• flow</td>
</tr>
<tr>
<td></td>
<td>• presence of fistula, graft or central line</td>
</tr>
<tr>
<td></td>
<td>• presence of bruit</td>
</tr>
<tr>
<td></td>
<td>• clotting</td>
</tr>
<tr>
<td></td>
<td>• palpate for thrill</td>
</tr>
<tr>
<td></td>
<td>• aneurysm</td>
</tr>
<tr>
<td></td>
<td>• infection</td>
</tr>
</tbody>
</table>

| AA-3-2 | Demonstrate ability to create an atmosphere that is conductive to patient comfort needs. |

| AA-3-3 | Demonstrate ability to apply nursing process to the care of the dialysis client. |

| AA-3-4 | Demonstrate advanced 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

Competency: AA-4

Initiate, Monitor and Discontinue Dialysis Treatment

Date: July 25, 2012

A Licensed Practical Nurse will:

AA-4-1

Demonstrate advanced knowledge and ability to initiate, monitor, and discontinue a dialysis treatment including (not an exhaustive list):

- calculating and adjusting fluid removal
- assessing and correcting access difficulties
- assessing needle problems
- drawing blood from access sites – collecting, labeling, sending specimens
- responding appropriately to unusual symptoms or emergencies, i.e., hypotension, unresponsiveness, confusion, cramping
- controlling bleeding from patient’s access site

AA-4-2

Demonstrate advanced knowledge and ability to understand the mechanics of dialysis and related equipment including (not an exhaustive list):

- initiating equipment repairs and maintenance
- H₂O treatment
- conductivity and pH meters
- assembling or assisting with assembling equipment, including hemo-dialysis machines
- recognizing, assess and respond to alarm conditions
BB: Additional Education in Neonatal Resuscitation
Major Competency Area: BB

Additional Education in Neonatal Resuscitation

Competency: BB-1
Knowledge of Neonatal Resuscitation

Date: July 25, 2012

A Licensed Practical Nurse will:

BB-1-1 Demonstrate advanced knowledge of infant anatomy and physiology.

BB-1-2 Demonstrate advanced knowledge of pathophysiology of asphyxia and apnea.

BB-1-3 Demonstrate advanced knowledge of the ABCs of resuscitation.

BB-1-4 Demonstrate advanced knowledge of infant assessment:
- compare actual assessment findings to expected findings
- consult appropriate care provider when assessment findings:
  - are not as anticipated, changed or new
  - client is not achieving intended outcomes
  - status is becoming variable or less predictable

BB-1-5 Demonstrate advanced knowledge and ability to provide tactile stimulation.

BB-1-6 Demonstrate advanced knowledge of importance of warmth and dryness.

BB-1-7 Demonstrate advanced knowledge of initial steps in resuscitation.

BB-1-8 Demonstrate advanced knowledge of use of equipment such as:
- anaesthesia bag
- bulb suction
- mask
- resuscitation bag
- self-inflating bag
- suctioning devices
- wall suction

BB-1-9 Demonstrate advanced knowledge of ventilating the infant.
A Licensed Practical Nurse will:

| BB-1-10 | Demonstrate ability to assist RN / appropriate health care provider/physician with basic neonatal resuscitation. |
| BB-1-11 | Demonstrate ability to assist RN / appropriate health care provider/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

Please Note: The Foot Care Practice Guideline has been revised JUNE 2014, 2014.
Major Competency Area: CC

Additional Education in Foot Care

Competency: CC-1
Authorization and Standards

Date: July 25, 2012

A Licensed Practical Nurse will:

CC-1-1 Demonstrate understanding of the advanced education/training required for invasive foot care procedures.

ADVANCED

Note: LPNs who practice invasive foot care must complete additional education to achieve competence in the advanced foot care procedures.

SEE PRACTICE GUIDELINE: Should state advanced
**Major Competency Area: CC**

**Additional Education in Foot Care**

**Competency: CC-2**

**Additional Education in Foot Care**

Date: July 25, 2012

A Licensed Practical Nurse will:

| CC-2-1 | Demonstrate advanced knowledge of human anatomy and physiology of feet and lower extremities. |
| CC-2-2 | Demonstrate advanced 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 advanced knowledge and ability to perform invasive foot care procedures such as:  
  - removal of tissue below the dermis:  
    - corns  
    - callus  
  - above the epidermis  
  See Changes in Practice Guideline |
| CC-2-5 | Demonstrate advanced knowledge and ability to provide invasive foot care such as:  
  - principles and application of padding  
  - contraindications of padding  
  - operation of the Dremel Drill  
  See Changes in Practice Guideline |
| CC-2-6 | Demonstrate advanced knowledge and ability to access and refer clients to other health professionals as necessary:  
  - compare actual assessment findings to expected findings  
    - consult appropriate care provider when assessment findings:  
      - are not as anticipated, changed or new  
      - client is not achieving intended outcomes  
      - status is becoming variable or less predictable  
| CC-2-7 | Demonstrate advanced 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

Competency: **DD-1**

**Knowledge and Ability to Perform Phlebotomy**

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>DD-1-1</th>
<th>Demonstrate knowledge of anatomy and physiology (circulatory system), microbiology, and universal precautions.</th>
</tr>
</thead>
<tbody>
<tr>
<td>DD-1-2</td>
<td>Demonstrate ability to prepare for the phlebotomy procedure.</td>
</tr>
<tr>
<td>DD-1-3</td>
<td>Demonstrate ability to prepare client for the phlebotomy procedure according to best practices:</td>
</tr>
<tr>
<td></td>
<td>• selecting the venipuncture site from suitable sites for adult</td>
</tr>
<tr>
<td></td>
<td>• considering alternate sites for clients (elderly, critical ill, or children)</td>
</tr>
</tbody>
</table>
A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>DD-1-4</th>
<th>Demonstrate ability to perform the phlebotomy and collect blood sample according to best practices and agency policy.</th>
</tr>
</thead>
<tbody>
<tr>
<td>DD-1-5</td>
<td>Label the collection tubes and verify client identity.</td>
</tr>
<tr>
<td>DD-1-6</td>
<td>Document the phlebotomy and collection of blood samples.</td>
</tr>
<tr>
<td>DD-1-7</td>
<td>Transport labelled blood samples to the lab, with requisitions, according to agency protocol.</td>
</tr>
<tr>
<td>DD-1-8</td>
<td>Follow specific precautions to prevent complications such as:</td>
</tr>
<tr>
<td></td>
<td>• following meticulous aseptic technique</td>
</tr>
<tr>
<td></td>
<td>• avoiding repeated punctures into same vein</td>
</tr>
<tr>
<td></td>
<td>• avoiding using large bore needle</td>
</tr>
<tr>
<td></td>
<td>• recognizing, reporting and recording any untoward client outcomes</td>
</tr>
<tr>
<td>DD-1-9</td>
<td>Ensure patient safety by making only two attempts at venipuncture before seeking guidance and assistance.</td>
</tr>
</tbody>
</table>
EE: Licensed Practical Nurse Educator Role
Major Competency Area: EE

Licensed Practical Nurse Educator Role

Competency: EE-1
Knowledge of Nursing Education

Date: July 25, 2012

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

Competency: EE-2
Knowledge of Practical Nursing

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>EE-2-1</th>
<th>Demonstrate knowledge of the role, scope and responsibility of the LPN.</th>
</tr>
</thead>
<tbody>
<tr>
<td>EE-2-2</td>
<td>Demonstrate knowledge of the philosophy, values, vision, and mission of the CLPNNS.</td>
</tr>
<tr>
<td>EE-2-3</td>
<td>Demonstrate ability to support, articulate and apply the standards of practice for LPNs.</td>
</tr>
<tr>
<td>EE-2-4</td>
<td>Demonstrate knowledge of the legislation governing the LPN role.</td>
</tr>
<tr>
<td>EE-2-5</td>
<td>Demonstrate and maintain current registration in CLPNNS.</td>
</tr>
<tr>
<td>EE-2-6</td>
<td>Demonstrate relevant clinical experience and competence in clinical area.</td>
</tr>
<tr>
<td>EE-2-7</td>
<td>Demonstrate knowledge and be able to articulate rationale for changes in the profession.</td>
</tr>
<tr>
<td>EE-2-8</td>
<td>Demonstrate ability to support and participate in professional activities of the profession.</td>
</tr>
</tbody>
</table>
Major Competency Area: **EE**

**Licensed Practical Nurse Educator Role**

<table>
<thead>
<tr>
<th>Competency: EE-3</th>
<th>Date: July 25, 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge of Curriculum Development and Revision</td>
<td></td>
</tr>
</tbody>
</table>

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>EE-3-1</th>
<th><strong>Demonstrate knowledge to participate in development and revision of curriculum such as:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• identifying major content areas / theoretical knowledge and skills of practical nursing</td>
</tr>
<tr>
<td></td>
<td>• assisting with blueprinting course outline</td>
</tr>
<tr>
<td></td>
<td>• collecting data regarding course content, delivery methods, learner objectives / outcomes</td>
</tr>
<tr>
<td></td>
<td>• identifying and developing learner objectives / outcomes</td>
</tr>
<tr>
<td></td>
<td>• preparing learner objectives / outcomes and sequencing modules</td>
</tr>
<tr>
<td></td>
<td>• developing student materials</td>
</tr>
<tr>
<td></td>
<td>• developing workshops and learning activities</td>
</tr>
<tr>
<td></td>
<td>• developing case situations and clinical simulations</td>
</tr>
<tr>
<td></td>
<td>• developing evaluation materials</td>
</tr>
<tr>
<td></td>
<td>• maintaining currency of course content throughout delivery of course</td>
</tr>
<tr>
<td></td>
<td>• validating learner objectives / outcomes</td>
</tr>
<tr>
<td></td>
<td>• participating in evaluation to facilitate ongoing review and revision of the curriculum</td>
</tr>
</tbody>
</table>
Major Competency Area: EE

Licensed Practical Nurse Educator Role

Competency: EE-4

Knowledge and Application of Various Delivery Methods

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>EE-4-1</th>
<th>Demonstrate knowledge and ability to use a variety of teaching / learning strategies and delivery methods such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• using adult learning principles</td>
</tr>
<tr>
<td></td>
<td>• facilitating self-paced learning</td>
</tr>
<tr>
<td></td>
<td>• delivering course content via a variety of methods i.e., lectures, group discussions, seminars, debates, role play, web CT, etc.</td>
</tr>
<tr>
<td></td>
<td>• recognizing and utilizing methods to address individual learning styles of students</td>
</tr>
<tr>
<td></td>
<td>• using computer based learning (CML, CAL, CDROM)</td>
</tr>
<tr>
<td></td>
<td>• conducting lab skill demonstrations</td>
</tr>
<tr>
<td></td>
<td>• selecting and utilizing appropriate resources</td>
</tr>
<tr>
<td></td>
<td>• utilizing team teaching</td>
</tr>
<tr>
<td></td>
<td>• utilizing and integrating other strategies (guest speaker, field trips)</td>
</tr>
</tbody>
</table>

| EE-4-2 | Demonstrate knowledge and ability to facilitate learning within the clinical environment. |
Major Competency Area: EE

Licensed Practical Nurse Educator Role

Competency: EE-5
Managing the Learning Environment

Date: July 25, 2012

A Licensed Practical Nurse will:

**EE-5-1** Demonstrate knowledge and ability to effectively manage the learning environment such as:
- maintaining and modeling professional behavior in the classroom, lab, and clinical settings
- using modules of curriculum to guide learning experience
- assessing needs of students
- establishing an environment conducive to student learning
- establishing expectations and standards and communicates them to students and relevant others
- communicating and implementing policy and procedures
- selecting clinical assignments for students
- supervising delivery of care by students
- managing conflict
- encouraging interaction between instructor, student, and peers
- focusing on group efforts and outcomes

**EE-5-2** Demonstrate knowledge and ability to establish and maintain a safe learning environment.
Major Competency Area: EE

Licensed Practical Nurse Educator Role

Competency: EE-6
Facilitation of Learning

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>EE-6-1</th>
<th>Demonstrate knowledge and ability to facilitate learning such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• articulating student expectations, standards, and objectives / outcomes</td>
</tr>
<tr>
<td></td>
<td>• modeling good oral and written communication</td>
</tr>
<tr>
<td></td>
<td>• assisting students to set achievable goals</td>
</tr>
<tr>
<td></td>
<td>• motivating learners through variety of strategies</td>
</tr>
<tr>
<td></td>
<td>• promoting preparation for learning</td>
</tr>
<tr>
<td></td>
<td>• encouraging critical thinking</td>
</tr>
<tr>
<td></td>
<td>• encouraging independence in learning</td>
</tr>
<tr>
<td></td>
<td>• encouraging flexibility and adaptability</td>
</tr>
<tr>
<td></td>
<td>• respecting student contribution</td>
</tr>
<tr>
<td></td>
<td>• recognizing student’s previous and / or related experience</td>
</tr>
<tr>
<td></td>
<td>• adapting to special needs of students</td>
</tr>
</tbody>
</table>
Major Competency Area: EE

Licensed Practical Nurse Educator Role

Competency: EE-7
Utilization of Effective Communication

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>EE-7-1</th>
<th>Demonstrate knowledge and ability to communicate effectively such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• speaking and writing clearly</td>
</tr>
<tr>
<td></td>
<td>• listening</td>
</tr>
<tr>
<td></td>
<td>• providing support, direction, and feedback</td>
</tr>
<tr>
<td></td>
<td>• responding to student feedback</td>
</tr>
<tr>
<td></td>
<td>• developing rapport</td>
</tr>
<tr>
<td></td>
<td>• recognizing differences among students</td>
</tr>
<tr>
<td></td>
<td>• clarifying roles and responsibilities of the educator and student</td>
</tr>
<tr>
<td></td>
<td>• seeking and accepting guidance and feedback from team members</td>
</tr>
<tr>
<td></td>
<td>• establishing and maintaining effective interpersonal relationships with faculty, team members, students, and clinical personnel</td>
</tr>
<tr>
<td></td>
<td>• promoting feedback from clinical areas and other stakeholders through effective communication and provision of evaluation tools</td>
</tr>
</tbody>
</table>
A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>EE-8-1</th>
<th>Demonstrate knowledge and ability to evaluate learning such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• defining evaluation criteria</td>
</tr>
<tr>
<td></td>
<td>• designing student evaluation instruments</td>
</tr>
<tr>
<td></td>
<td>• adhering to policies and procedures of the program in applying evaluation methods and techniques</td>
</tr>
<tr>
<td></td>
<td>• evaluating performance of students in classroom, laboratory and clinical settings</td>
</tr>
<tr>
<td></td>
<td>• providing formative evaluations</td>
</tr>
<tr>
<td></td>
<td>• providing summative evaluations</td>
</tr>
<tr>
<td></td>
<td>• maintaining confidential, accurate, objective, and current records of student performance</td>
</tr>
<tr>
<td></td>
<td>• providing individual support and assistance to students in developing their learning plans</td>
</tr>
</tbody>
</table>
A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>EE-9-1</th>
<th>Demonstrate ability to participate in professional development such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• keeping current in subject/practice</td>
</tr>
<tr>
<td></td>
<td>• adhering to appropriate codes of ethical conduct</td>
</tr>
<tr>
<td></td>
<td>• complying with academic regulations</td>
</tr>
<tr>
<td></td>
<td>• developing and improving teaching techniques</td>
</tr>
<tr>
<td></td>
<td>• evaluating own professional performance</td>
</tr>
<tr>
<td></td>
<td>• establishing collegial relationships</td>
</tr>
</tbody>
</table>
Major Competency Area: EE

Licensed Practical Nurse Educator Role

Competency: EE-10
Evaluation of Own Performance

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>EE-10-1</th>
<th>Demonstrate knowledge and ability to evaluate own performance such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>following polices and conditions of employment</td>
</tr>
<tr>
<td></td>
<td>establishing own objectives to maintain competence and improve</td>
</tr>
<tr>
<td></td>
<td>performance</td>
</tr>
<tr>
<td></td>
<td>participating in annual performance appraisal</td>
</tr>
<tr>
<td></td>
<td>adhering to the duties, roles and responsibilities of the job description</td>
</tr>
<tr>
<td></td>
<td>participating in internal and external committees and professional activities</td>
</tr>
<tr>
<td></td>
<td>taking responsibility for own professional and personal development</td>
</tr>
<tr>
<td></td>
<td>maintaining appropriate professional behavior</td>
</tr>
<tr>
<td></td>
<td>using effective communication to maintain positive interpersonal</td>
</tr>
<tr>
<td></td>
<td>relationships with students, peers, administration, and clinical staff</td>
</tr>
<tr>
<td></td>
<td>promoting a positive image of the program and practical nursing</td>
</tr>
<tr>
<td></td>
<td>acting as an advocate of students and the learning process</td>
</tr>
</tbody>
</table>
FF: Ophthalmic Nursing
**Major Competency Area: FF**

**Ophthalmic Nursing**

<table>
<thead>
<tr>
<th>Competency: FF-1</th>
<th>Date: July 25, 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge of Ophthalmology and Surgical Procedures</td>
<td></td>
</tr>
</tbody>
</table>

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>FF-1-1</th>
<th>Demonstrate knowledge of Ophthalmology such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• anatomy and physiology of the eye</td>
<td></td>
</tr>
<tr>
<td>• describing the components of the specialty of Ophthalmology</td>
<td></td>
</tr>
<tr>
<td>• describing common diseases and disorders of the eye</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FF-1-2</th>
<th>Demonstrate knowledge of Ophthalmology surgery and treatment such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• describing common procedures used to diagnose ophthalmic diseases and disorders</td>
<td></td>
</tr>
<tr>
<td>• describing common surgical and treatment procedures used in Ophthalmology</td>
<td></td>
</tr>
<tr>
<td>• explaining the type and use of medications in Ophthalmology</td>
<td></td>
</tr>
<tr>
<td>• explaining the medical protocols associated with Ophthalmology</td>
<td></td>
</tr>
<tr>
<td>• describing common equipment and technology used in Ophthalmology</td>
<td></td>
</tr>
</tbody>
</table>
Major Competency Area: FF

Ophthalmic Nursing

Competency: FF-2
Assess and Care for Ophthalmic Client

Date: July 25, 2012

A Licensed Practical Nurse will:

**FF-2-1** Demonstrate ability to assess the needs of the ophthalmic client such as:
- following protocols and procedures for admission of ophthalmic client
- using appropriate nursing history and assessment tools to conduct health assessment of client
- compare actual assessment findings to expected findings
  - consult appropriate care provider when assessment findings:
    - are not as anticipated, changed or new
    - client is not achieving intended outcomes
    - status is becoming variable or less predictable

**FF-2-2** Demonstrate ability to provide nursing interventions to ophthalmic client such as:
- applying nursing knowledge to meet needs presented by client
- assisting with diagnostic procedures
- explaining procedures and reassure client as necessary
- administering ophthalmic medications as ordered, using principles of medication administration
- conducting appropriate procedures for preparation of the eye, as surgical site
- preparing client for surgical procedure
- providing post-operative care of client following physician orders and protocols
- reinforcing discharge teaching and prepare client for discharge from clinic / hospital
- discharging client per anaesthesiologist order
Major Competency Area: FF

Ophthalmic Nursing

Competency: FF-3

Knowledge and Application of Surgical Asepsis

Date: July 25, 2012

A Licensed Practical Nurse will:

**FF-3-1**  **Demonstrate knowledge and ability to apply surgical asepsis such as:**
- following principles of surgical asepsis in preparation of the client for surgery
- following scrub protocols to prepare self for procedure
- establishing and maintaining sterile field to set up equipment and supplies
- using appropriate procedures to chemically disinfect and sterilize instruments
- being alert for breaks in sterile technique during surgical procedure
**Major Competency Area: FF**

**Ophthalmic Nursing**

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>Competency: FF-4</th>
<th>Perform Scrub/Scrub Assistant Role</th>
<th>Date: July 25, 2012</th>
</tr>
</thead>
</table>

**Demonstrate ability to perform scrub/scrub assistant role during ophthalmic surgery such as:**

- setting up and prepare instrument tray prior to procedure
- preparing the surgical site and drape the client
- handing instruments to surgeon in proper order and as requested
- administering balanced salt solution as ordered
- administering eye drops as ordered
- dressing the surgical site using eye patch
- conducting surgical count prior to and following procedure
Major Competency Area: **FF**

**Ophthalmic Nursing**

<table>
<thead>
<tr>
<th>Competency: <strong>FF-5</strong></th>
<th>Date: July 25, 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assist with Laser Procedures</td>
<td></td>
</tr>
</tbody>
</table>

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>FF-5-1</th>
<th>Demonstrate ability to assist with laser procedures such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• knowing the principles of laser use in the treatment of disorders of the eye</td>
</tr>
<tr>
<td></td>
<td>• calibrating laser equipment as ordered</td>
</tr>
<tr>
<td></td>
<td>• inputting physicians calculations into laser equipment as ordered</td>
</tr>
<tr>
<td></td>
<td>• collecting and setting up instruments and supplies</td>
</tr>
<tr>
<td></td>
<td>• explaining procedure to the client</td>
</tr>
<tr>
<td></td>
<td>• positioning client for the procedure</td>
</tr>
<tr>
<td></td>
<td>• draping the client appropriately</td>
</tr>
<tr>
<td></td>
<td>• handing instruments to the surgeon in proper order and as requested</td>
</tr>
<tr>
<td></td>
<td>• administering medications as ordered</td>
</tr>
<tr>
<td></td>
<td>• charting the procedure using appropriate forms</td>
</tr>
</tbody>
</table>
Major Competency Area: FF

Ophthalmic Nursing

Competency: FF-6
Circulate/Assist with Circulating in the Ophthalmic Theatre

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>FF-6-1</th>
<th>Demonstrate ability to assist with the circulate/circulating role during ophthalmic procedures such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• locating, collecting, preparing, and providing instruments and supplies prior to and during procedure</td>
</tr>
<tr>
<td></td>
<td>• ensuring informed consent</td>
</tr>
<tr>
<td></td>
<td>• positioning client as appropriate</td>
</tr>
<tr>
<td></td>
<td>• assisting with draping and monitoring of client</td>
</tr>
<tr>
<td></td>
<td>• providing assistance to anaesthetist as required</td>
</tr>
<tr>
<td></td>
<td>• preparing medications for physician as required</td>
</tr>
<tr>
<td></td>
<td>• changing basic salt solution (BSS) bags as necessary</td>
</tr>
<tr>
<td></td>
<td>• conducting surgical counts as required</td>
</tr>
<tr>
<td></td>
<td>• collecting, labeling, and dispersing specimens</td>
</tr>
<tr>
<td></td>
<td>• assisting with dressing the eye and preparing client to leave theatre</td>
</tr>
<tr>
<td></td>
<td>• reinforcing discharge teaching and protocols</td>
</tr>
</tbody>
</table>
Major Competency Area: FF

Ophthalmic Nursing

Competency: FF-7

Provide Administrative Support to the Ophthalmic Program

Date: July 25, 2012

A Licensed Practical Nurse will:

| FF-7-1 | Demonstrates the ability to provide administrative support to Ophthalmic Program as necessary. |
GG: Immunization
Specialty
Major Competency Area: **GG**

**Immunization Specialty**

Competency: **GG-1**

**Authorization and Certification in Immunization**

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>GG-1-1</th>
<th>Demonstrate understanding of advanced education/training and certification required to perform immunizations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>GG-1-2</td>
<td>Demonstrate ability to successfully complete additional immunization education/certification (post-graduate or employer based).</td>
</tr>
</tbody>
</table>
Major Competency Area: **GG**

**Immunization Specialty**

Competency: **GG-2**

**Immunity and Communicable Disease Control**

Date: July 25, 2012

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.
- **GG-2-6** Demonstrate ability to identify and manage anaphylaxis, including the administration of appropriate medications.
Major Competency Area: GG

Immunization Specialty

Competency: GG-3
Principles of Immunizing / Biological Agents

Date: July 25, 2012

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 effects, 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**

**Competency: GG-4**

**Assessment of Client Prior to and after Immunization**

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>GG-4-1</th>
<th>Demonstrate ability to establish the need for the administration of an immunizing / biological agent.</th>
</tr>
</thead>
</table>

| GG-4-2  | Demonstrate ability to review the pertinent health information and assess the client prior to the immunization.  
|         | • compare actual assessment findings to expected findings  
|         |   o consult appropriate care provider when assessment findings:  
|         |     ▪ are not as anticipated, changed or new  
|         |     ▪ client is not achieving intended outcomes  
|         |     ▪ status is becoming variable or less predictable |

<table>
<thead>
<tr>
<th>GG-4-3</th>
<th>Demonstrate ability to identify risk factors and contraindications to the immunization and report appropriately.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>GG-4-4</th>
<th>Demonstrate ability to document assessment and nursing actions related to risk factors.</th>
</tr>
</thead>
</table>
Major Competency Area: **GG**

**Immunization Specialty**

Competency: **GG-5**

**Informed Consent and Client Teaching**

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>GG-5-1</th>
<th>Demonstrate knowledge and ability to ensure the client or parent has sufficient information to give informed consent to the immunization such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• name of immunizing / biological agent to be administered</td>
</tr>
<tr>
<td></td>
<td>• disease being prevented</td>
</tr>
<tr>
<td></td>
<td>• benefits of immunizing / biological agent</td>
</tr>
<tr>
<td></td>
<td>• common side effects</td>
</tr>
<tr>
<td></td>
<td>• risks and rare side effects</td>
</tr>
<tr>
<td></td>
<td>• rationale for 15-30 minute wait following injection</td>
</tr>
<tr>
<td></td>
<td>• contacts for follow-up or emergency</td>
</tr>
</tbody>
</table>

| GG-5-2          | Demonstrate ability to witness client or parent consent for immunization using appropriate agency protocol.                     |

Major Competency Area: **GG**

**Immunization Specialty**

Competency: **GG-6**

**Prepare Immunizing / Biological Agents**

Date: July 25, 2012

A Licensed Practical Nurse will:

| GG-6-1 | Demonstrate ability to prepare and administer immunizing/biological agent according to best practice and policy. |
Major Competency Area: GG

Immunization Specialty

Competency: GG-7
Administer Immunizing / Biological Agents

Date: July 25, 2012

A Licensed Practical Nurse will:

<table>
<thead>
<tr>
<th>GG-7-1</th>
<th>Demonstrate ability to check client’s name, immunizing/biological agent, dosage, route, site, and time of administration.</th>
</tr>
</thead>
<tbody>
<tr>
<td>GG-7-2</td>
<td>Demonstrate ability to explain steps of the procedure and the pertinent information regarding the immunization to the client or parent.</td>
</tr>
<tr>
<td>GG-7-3</td>
<td>Demonstrate ability to prepare the environment for administering the injection.</td>
</tr>
<tr>
<td>GG-7-4</td>
<td>Demonstrate ability to select site and landmark site for injection.</td>
</tr>
<tr>
<td>GG-7-5</td>
<td>Demonstrate ability to use to administer intramuscular, subcutaneous, and intradermal injections according to best practices.</td>
</tr>
<tr>
<td>GG-7-6</td>
<td>Demonstrate ability to record the immunizing / biological agent administration and client’s response.</td>
</tr>
<tr>
<td>GG-7-7</td>
<td>Demonstrate knowledge to recognize and manage anaphylaxis (See Competency Band U).</td>
</tr>
<tr>
<td>GG-7-8</td>
<td>Demonstrate ability to document and report any undesirable effects from medication appropriately.</td>
</tr>
</tbody>
</table>
Appendices
Appendix A: Current Scope of Practice by Nova Scotia Licensed Practical Nurses

The scope of practice for nursing by LPNs is set out in the Licensed Practical Nurses Act, 2006 and defined as follows:

“Scope of Practice” means the designated roles, functions, and activities that a Licensed Practical Nurse is educated, competent, and authorized to perform within the practice of practical nursing.

“Nursing services” means the application of practical nursing theory in the
(i) assessment of clients,
(ii) collaboration in the development of the nursing plan of care,
(iii) implementation of the nursing plan of care, and
(iv) ongoing evaluation of the client,
For the purpose of:
(v) promoting health,
(vi) preventing illness,
(vii) providing palliative and rehabilitative care, and
(viii) assisting clients to achieve an optimal state of health.

The “Practice of Practical Nursing” means the provision of nursing services (as defined above)
(i) independently, for clients considered stable with predictable outcomes, and
(ii) under the guidance or direction of a registered nurse, medical practitioner or other healthcare professional authorized to provide such consultation, guidance or direction, for clients considered unstable with unpredictable outcomes;
Appendix B: Licensed Practical Nurse Continuing Competency Profile Glossary of Terms

**Acuity:** The degree of severity of a client’s condition and/or situation.

**Care Delivery model:** A description of how nursing care is organized and delivered in a specific setting.

**Client:** The individual, group, community or population who is the recipient of nursing services and, where the context requires, includes a substitute decision maker for the recipient of nursing services.

**Collaborate:** To work together in partnership with one or more members of the interdisciplinary health care team while maintaining autonomy with one’s own scope of practice.

**Community:** A group of people living in one place, neighborhood or district, or sharing common characteristics/interests which bind them together, or having common health needs. The term community (when used to describe a client) does not mean providing care to an individual in the community. Nursing practice aimed at the community as a client involves assisting communities to identify, articulate, and successfully manage its health concerns. It is collective or common good, instead of an individual’s health.

**Competence:** The ability to integrate and apply the knowledge skills and judgment required to practice safely and ethically in a designated role and practice setting and includes both entry-level and continuing competency.

**Competencies:** The specific knowledge skills and judgments required of an LPN to be considered competent in designated roles or settings.

**Competency Statements:** Descriptions of the expected performance behavior that reflects the professional attributes required in a given nursing role, situation or practice setting.

**Continuing Competence:** The ongoing ability of a licensed practical nurse to integrate and apply the knowledge, skill and judgment required to practice safely and ethically in a designated role or setting.

**Continuing Competence Program:** A Board approved program that focuses on promoting the maintenance and enhancement of the continuing competence of licensed practical nurses throughout their careers.

**Consultation:** Seeking advice/information from a more experienced and knowledgeable member of the nursing profession (RN or LPN) or a member of another profession.

**Clinical Judgment:** Reasoning processes that rely on critical thinking to reflect the complex, intuitive and conscious thinking strategies used to make nursing decisions.

**Critical Thinking:** Acting logically to evaluate situations, solve problems and make decisions.
Entry –Level LPN: The LPN at the point of initial registration (following graduation from an approved practical nursing education program and successful completion of the Canadian Practical Nurse Registration Exam (CPNRE)). The entry-level practitioner is educationally prepared to provide care in a variety of settings to individuals, groups and families. A new graduate is considered to be entry-level for a period of 12-18 months.

Family: People united by common ancestry (biological families), acquisition (marriage or contract) or choice, and their friends.

Group: A set of individuals who have come together for a shared purpose.

Habilitate: To provide the means by which the client will be able to make him/her fit or improve health status.

Individual: A single human being.

Individual Range of Competencies: The knowledge, skill, attitude, and judgment that an individual utilizes or draws from to perform in his/her role as an LPN. An individual nurses’ range of competencies may differ from another’s based on such variables as basic nursing education, practice experience, acquisition of post-basic level competencies through both formal and informal learning.

Stable: A situation where a client’s health status can be anticipated with predictable outcomes.

Participate: To take part in. Participation is not an independent act; the nurse works in partnership with others. When participating, the nurse contributes but is not the sole provider of the services being delivered.

Partnership: Refers to situations in which the nurse works with the client and other members of the health care team to achieve specific health outcomes for the client. Partnership implies consensus building in the determination of these outcomes.

Perform: To carry out a procedure. Performing occurs after the decision to carry out a procedure has been made.

Population: All persons sharing a common health issue, problem, or characteristic (all pregnant woman, all cancer patients). These people may not come together in a group.

Predictable Outcomes: Client health outcomes that can reasonably be expected to follow an anticipated path. Predictable clients are those whose health status can be anticipated and whose needs are within known levels and ranges of negative outcomes. Client health outcomes and can be expected to follow an anticipated path with respect to timing and nature.

Research: Systematic inquiry that uses orderly scientific methods to answer questions or solve problems. A nurse who assists in a research project by collecting data may be participating in research but not conducting research.

Unpredictable Outcomes: Client outcomes that cannot reasonably be expected to follow an anticipated path. Unpredictable clients are those whose health status cannot be anticipated and
whose care needs are not within known levels and ranges of negative outcomes. Client health outcomes cannot reasonably be expected to follow an anticipated path with respect to timing and nature.

**Unstable:** A situation in which a client’s health status is fluctuating with atypical responses. The care is complex requiring frequent assessment of the client and modification of the care plan and the client is managed with interventions that may have unpredictable outcomes or risks.

**Unregulated Care Provider:** A family member, household member, or paid individual who assists with or provides personal care, such as personal hygiene, dressing, feeding, and ambulation. These individuals observe and report their findings to the appropriate regulated health professional. They are not regulated. They are also known as Personal Care Workers (PCW), Resident Care Aids/Attendants (RCA), Personal Care Aids PCA), Home Support Workers (HSW), or Continuing Care Assistants (CCA).

**Variability:** The degree to which a client’s condition or situation changes or is likely to change.
Appendix C: References


College of Licensed Practical Nurses of British Columbia. (2004). *Quality Practice Environments.* Burnaby: Author


Appendix D: Resource Documents

The following complimentary documents are available for download through the College of Licensed Practical Nurses of Nova Scotia (CLPNNS) website: www.cplnns.ca

- Standards of Practice (2011)
- Code of Ethics (2011)
- LPN Act and Regulations (2006)
- Canadian Practical Nurse Registration Examination (CPNRE) Blueprint: 2012-2017
- CLPNNS Entry Level Competencies (2012-2017)

- CLPNNS Position Statements
  - The Therapeutic Nurse Client Relationship in NS
  - Use of Protected Title Licensed Practical Nurse in NS
  - Accepting, Transcribing and Processing Telephone Orders in NS
  - Self-Employment of Licensed Practical Nurses in NS
  - Professional Accountability in Times of Crisis
  - Bullying in the Workplace
  - Dual Licensure (joint statement with CRNNS)
  - Joint Position Statement on patient safety
  - Joint Position Statement on interprofessional collaborative practice

- CLPNNS Practice Guidelines
  - Documentation
  - Archiving your Career through Portfolio Development
  - Becoming a LPN in Nova Scotia for Internationally Educated Nurses
  - CLPNNS Elections
  - Continuing Competence for LPNs
  - Refusing Assignments and Discontinuing Care
  - Employer Guidelines
  - Duty to Report
  - Accountability
  - Foot Care