

## NDEC PATIENT DISCHARGE PROCEDURES COMPETENCY ASSESSMENT TOOL

This competency assessment tool allows a facilitator to assess nurse confidence and competence in the patient discharge procedures associated with Nurse Delegated Emergency Care (NDEC). Correct discharge procedures are essential to safe and comprehensive patient care whilst using the NDEC model of care.

CONFIDENCE <sup>1</sup>	PERFORMANCE CRITERIA	COMPETENT	NYC <sup>2</sup>	COMMENTS	CENA <sup>3</sup>	ANMC <sup>4</sup>
<b>General Understanding of Discharge Processes</b>						
	<p><u>Outlines the discharge process of NDEC</u></p> <p><i>(Patients are discharged by the nurse under a delegation of care model. Using the Nursing Management Guidelines [NMGs] and discharge checklist as a guide, the nurse determines the patient is safe for discharge. The patient is discharged for scheduled follow-up)</i></p>				1.3, 1.4, 1.5, 2.2, 2.3, 7.1	1.1, 1.2, 2.2, 2.3, 2.5, 2.6, 3.2, 5.3, 6.4, 7.1, 7.2, 7.7, 9.1, 9.2, 9.3, 9.5, 10.3
	<p><u>Identifies the different aspects that need to be completed prior to patient discharge</u></p> <p><i>(Two sets of observations in 'white zone' of the relevant Between the Flags chart, additional observations as per specific NMG, management completed as per NMG, Standing Order medication administered and assessed for efficacy etc.)</i></p>					
	<p><u>Demonstrates an understanding of strategies for catering to patients and carers who are from culturally and linguistically diverse backgrounds</u></p> <p><i>(Use of interpreter services, providing factsheets in appropriate translated language etc.)</i></p>					
	<p><u>Describes the local strategy for afterhours discharge of patients and carers who are from geographically isolated areas</u></p> <p><i>(Offer of local non-inpatient hospital accommodation etc.)</i></p>					
<b>Discharge Paperwork and Documentation</b>						
	<p><u>Demonstrates ability to complete the pro-forma NDEC discharge letter to required documentation standards</u></p> <p><i>(Includes presenting problem; history; nursing assessment; investigations; treatments; outcomes and discharge plan)</i></p>				1.4, 2.1, 3.1, 7.1, 8.1	1.2, 2.2, 3.3, 6.3, 7.2, 7.8, 10.2
	<p><u>States the location of patient discharge resources (hard copy and electronic)</u></p> <p><i>(Resource folder; <a href="http://www.ecinsw.com.au">www.ecinsw.com.au</a>)</i></p>					
	<p><u>Distinguishes what discharge paperwork needs to be given to a patient / carer</u></p> <p><i>(Discharge letter, appropriate factsheets, NDEC flyer)</i></p>					
<b>Patient Instructions and Patient Follow-up</b>						
	<p><u>Relates all relevant discharge instructions to patient and / or carer</u></p> <p><i>(The patient is to follow-up with a medical officer [either in rooms or back at ED within 24 hours]. Patient / carer will receive a phone call from RN the next morning)</i></p>				1.4, 1.5, 2.2, 2.3, 8.1	1.2, 3.3, 6.3, 6.4, 7.2, 7.7, 7.8, 8.1, 8.2, 9.1, 9.4, 9.4
	<p><u>Demonstrates ability to conduct and document a NDEC follow-up patient phone call</u></p> <p><i>(Correct phone interactions to ascertain patient progress, compliance with follow-up. Appropriately documented)</i></p>					

**Competent** (must meet all above criteria)

**Not Yet Competent**

(Note: continued over page)

<sup>1</sup> **Completed by the participant.** Confidence is a declaration from the participant that they are confident in the particular performance criteria prior to formal assessment.

<sup>2</sup> NYC = Not Yet Competent. Competence is not adequately demonstrated.

<sup>3</sup> CENA = Criteria mapped to: College of Emergency Nursing Australasia (2007) *Practice Standards for the Emergency Nursing Specialist* (<http://cena.org.au/CENA/Documents/Standards.pdf>)

<sup>4</sup> ANMC = Criteria mapped to: Australian Nursing and Midwifery Council (2006) *National Competency Standards for the Registered Nurse* (<http://www.nursingmidwiferyboard.gov.au>)

Facilitator Name: \_\_\_\_\_ Facilitator Signature: \_\_\_\_\_

Facilitator Comments:

Participant Name: \_\_\_\_\_ Participant Signature: \_\_\_\_\_

Participant Comments:

Date: \_\_ / \_\_ / \_\_ LHD: \_\_\_\_\_ Facility: \_\_\_\_\_