 Department of Health Government of Nunavut		<b>NURSING POLICY, PROCEDURE AND PROTOCOLS</b>	
		<b>Community Health Nursing</b>	
<b>TITLE:</b>		<b>SECTION:</b>	<b>POLICY NUMBER:</b>
<b>Nursing Practice – Additional Nursing Function</b>		Administration	05-008-00
<b>EFFECTIVE DATE:</b>	<b>REVIEW DUE:</b>	<b>REPLACES NUMBER:</b>	<b>NUMBER OF PAGES:</b>
February 10, 2018	February 2021		4
<b>APPLIES TO:</b>			
Community Health Nurses			

#### **POLICY:**

Where the Department of Health and Social Services requires nurses to perform additional nursing functions they must make provisions to assess and/or develop specialized competence. A nurse must successfully complete a program of instruction and supervised practice in the function/activity, ensuring that the formalized program of instruction includes:

- Competency standards (exact competency standard should be identified).
- Knowledge of underlying principles including conditions under which it may be performed (a written teaching guide should be available).
- Demonstrated competence.

#### **PRINCIPLES:**

Basic nursing programs provide sufficient theoretical background in subjects such as physiology and pharmacology to enable the registered nurse to understand the theory behind a specific additional nursing or transferred function and to develop the required specialized competence. Basic nursing programs do not provide specific theory or clinical practice for additional nursing functions.

#### **RELATED POLICIES, GUIDELINES AND LEGISLATION:**

Guideline 05-008-01	Developing a Policy for Additional Nursing Functions
Guideline 05-008-02	Performing Additional Nursing Functions
Guideline 05-008-03	Decision-making model for performing additional nursing functions

#### **REFERENCES:**

Nunavut *Nursing Act* (S.Nu. 2003, c.17).  
Registered Nurses Association of Northwest Territories and Nunavut (2004). *Guidelines for Nursing Practice Decisions*. Yellowknife: RNANTNU



## **GUIDELINE 05-008-01**

The following points should be included when drafting policy for additional nursing functions:

- 1) The need for additional nursing function is documented and substantiated.
- 2) Possible complications and/or consequences of the additional nursing function are reviewed and a protocol for safe implementation is established.
- 3) Evidence that the additional nursing function will be practiced often enough to maintain competence must be supplied.
- 4) There must be provision for review, and if certification is required, recertification to assure competency is maintained.
- 5) Verification of competence should be recorded so that both the registered nurse and the agency possess an up-to-date record of authorization.

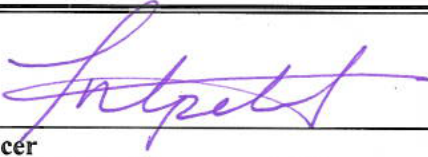



## GUIDELINE 05-008-02

RNANTNU (2004) provides criteria for deciding whether a nurse should perform an additional function. The function should be performed only if:

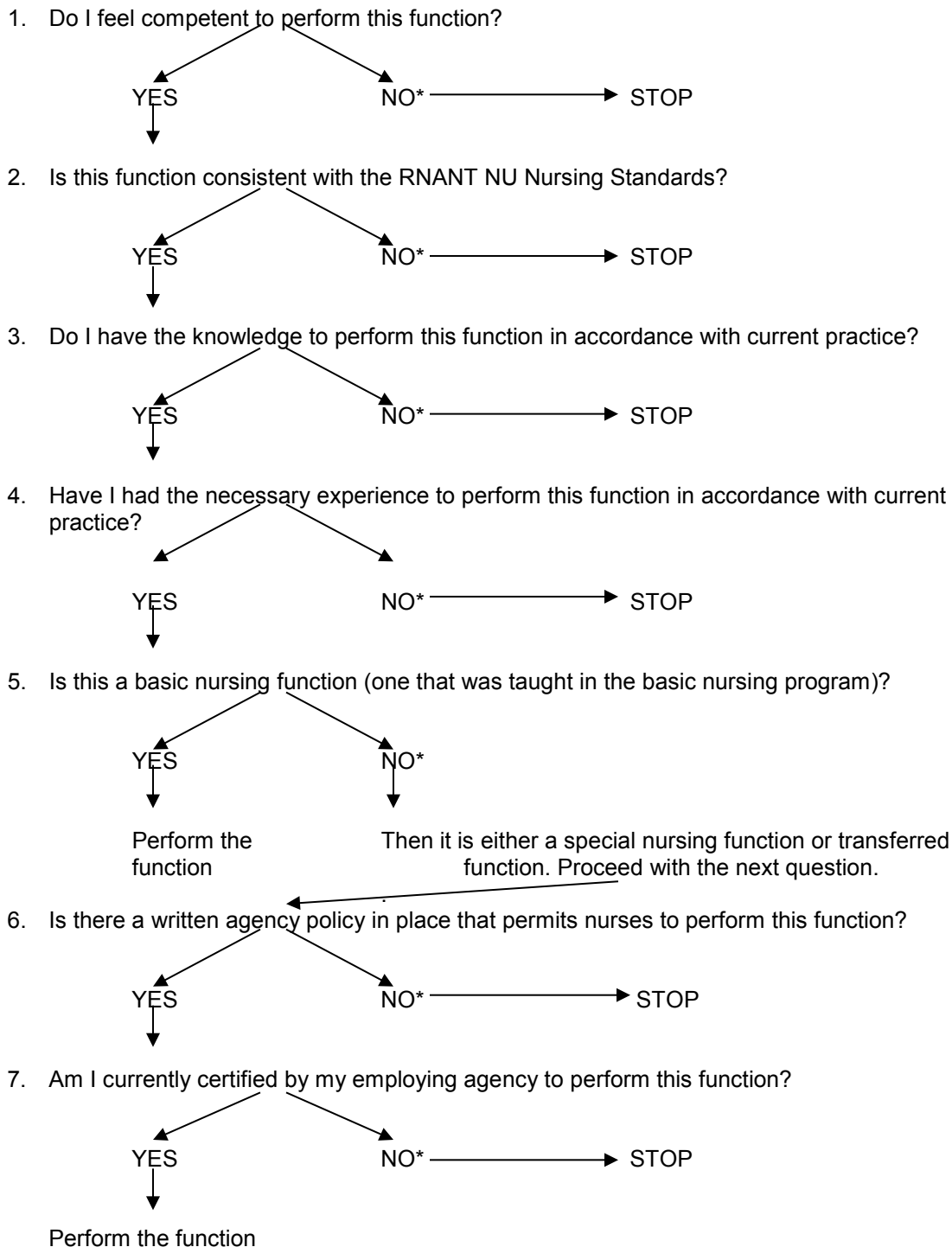
- 1) The nurse's experience and competence levels are high enough that she feels comfortable performing the function.
- 2) The function does not conflict with the RNANTNU Nursing Standards.
- 3) The agency states that the function is reasonable and appropriate and is consistent with current professional nursing practice. A written departmental policy must identify the function specifically and outline how to implement it.
- 4) There is a certification process based upon a program of theory and practice which leads to a certification to perform the special nursing function.  
If the employer does not provide an education program consisting of both theory and practice, an equivalent alternative to get the necessary training for certification should be given.
- 5) A monitoring system has been set up by the department to make sure that the function is performed only by those nurses who are certified. And, there must be a process for ongoing instruction and re-certification.

RNANTNU (2004). *Guidelines for Nursing Practice Decisions*. Yellowknife: RNANTNU

Approved by:		Effective Date:
Chief Nursing Officer	11 FEB 2011 Date	April 1, 2011
	February 11, 2011 Date	
Deputy Minister of Health and Social Services		



**REFERENCE SHEET 05-008-03**



\* In a life-threatening situation regardless of location, a nurse in the absence of a more qualified practitioner should perform whatever functions she thinks are reasonable given the dire situation. In such a situation, a nurse should not feel constrained by lack of policy or educational preparation.

Nunavut Nursing Act

RNANTNU (2004). *Guidelines for Nursing Practice Decisions*.

