

The Practice Nurse Project

Competency Framework and Competency Development Plan



The Practice Nurse Competency Framework

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Derby and Derbyshire Local Medical Committee (LMC) Services Ltd was commissioned to deliver the project by Health Education East Midlands (Derbyshire Workforce team), to help scope Practice Nurse development in Derby City and Derbyshire County.

Introduction

The Practice Nurse Competency Framework (PNCF©) is a guidance tool and resource for Practice Nurses.

It has been designed by the Practice Nurse Project Team, which involved experienced Practice Nurses, and a General Practice advisor with a wealth of experience in managing and leading GP practices. It has been critically reviewed by experts who have a background in Practice Nursing, General Practice, Academia and GP practice services.

It is recognised by the Practice Nurse Project Team that certain content of the PNCF© may need further refinement.

It is important to ensure systems are put in place to update the PNCF© on a systematic rolling basis – at least every 6 months for quality purposes.

Benefits of using the PNCF©:

- User friendly and understandable.
- Offers benchmarking possibilities.
- Facilitates the appraisal process.
- Supports continuing professional development.
- Aligns with the service needs of the GP practice populations.
- Guides Practice Nurses on a career pathway.
- Develops staff to ensure quality and safety in the care they provide.
- A greater understanding of the Practice Nurse role, skills and competencies.
- Structure to aid recruitment, retention and identify the training needs of the clinical workforce.
- Supports compliance with the Care Quality Commission (CQC).
- Helps to address the 6Cs principle values: Care, Compassion, Communication, Competence, Commitment and Courage.

Core and three levels:

The core competencies are deemed to be essential for all Practice Nurses. The remaining competencies have been divided into three levels to help guide the Practice Nurse. The Practice Nurse will not have to be competent in all subjects, just the core level. It should be recognised for some Practice Nurses to be operating at Level 3 in asthma and Level 1 in diabetes, or working towards a level. It is recognised that no Practice Nurse will be working at all the levels.

How should Practice Nurses use the PNCF©?

The PNCF© is a resource to help Practice Nurses identify where they are now and where they may want to be, even if this means remaining at the same level.

The PNCF© should be used to help support self-assessment and professional development, it should not be used as a performance management tool.

The PNCF© is designed to be used in conjunction with the Practice Nurse Competency Development Plan (CDP) (linked to the end of the PNCF©) when undertaking the Practice Nurse annual appraisal or at another stage as appropriate.

The Practice Nurse and or Manager should support the process of undertaking an exploratory exercise to identify at which level of competency the Practice Nurse is working at or aiming towards evidencing competency – e.g. If it is decided to work towards Level 1, steps have to be undertaken to tick off (a tick box is provided) all the specified competencies indicated in this level, to include associated evidence, which should be saved as appropriate. It is assumed if a Practice Nurse and/or Manager decides they are working at Level 3, a Practice Nurse should evidence working at both Levels 1 and 2.

Training, education and professional development:

It is recognised that the Practice Nurse may have to undertake training to satisfy and help to evidence the competencies set out in each level and in the core areas. This training may involve the following approaches:

- Accredited training, where stipulated to provide a service.
- Training course, provided by an external training provider.
- Training provided in house (GP practice) by a GP, nurse and or any other colleague with expert knowledge.
- Structured on-the-job training.
- Access to educational websites.
- Access to web training and e-learning resources.
- Self-directed learning, through e.g. reading journals, manuals, books and other publications.
- Reflective learning, through e.g. diary, log or journal.
- Attendance at local Practice Nurse forums, conferences, meetings and events.

Care Quality Commission:

As part of the Care Quality Commission (CQC) registration process GP practices have to comply with the:

- Health and Social Care Act 2008 (Regulated Activities) Regulations 2012 and the Care Quality Commission (Registration) Regulations 2009.

A GP practice needs to establish compliance by preparing evidence to support the outcomes. The PNCF© will help GP practices comply with CQC regulations and outcomes (not exclusive):

Outcome 12 Requirements relating to workers; people are kept safe, and their health and welfare needs are met, *by staff who are fit for the job and have the right qualifications, skills and experience.*

Outcome 14 Supporting workers; people are kept safe, and their health and welfare needs are met, *because staff are competent to carry out their work and are properly trained, supervised and appraised.*

Revalidation:

The PNCF© may also help the Practice Nurse and GP practice with nurse revalidation criteria, as and when it has been established.

The PNCF© may also be used to:

- Support Practice Managers and or Nursing Managers in workforce planning and preparing role requirements, job descriptions and preparing questions for interview.
- Support job evaluation and pay review/negotiations.
- Inform commissioners of the baseline competencies for Practice Nurses.
- Assist Clinical Commissioning Groups (CCGs) and NHS Area Teams with quality markers.
- Assist the NHS Area Team to underpin the development and review of services.
- Inform the commissioning process and the development and delivery of education and training for Practice Nurses.
- Inform the Local Educational Training Board (LETB) and the Local Educational Council (LETC) about the training required to assist Practice Nurses with achieving competencies and supporting any Practice Nurse choice of progressing to other levels.

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Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Accountability	<ul style="list-style-type: none"> <input type="checkbox"/> Hold a valid NMC registration and be aware of and act upon the registration requirements. <input type="checkbox"/> Adhere to the NMC code of professional conduct and standards. <input type="checkbox"/> Work within the scope of own professional competence, refer and seek support as required. <input type="checkbox"/> Identify the Practice Nurse personal and professional boundaries and work within those boundaries. <input type="checkbox"/> Be aware of the legal and professional issues pertinent to working as a GP Practice Nurse. <input type="checkbox"/> Be aware of the Practice Nurse responsibilities and comply with CQC regulations and outcomes (where appropriate) to meet quality standards and outcomes. <input type="checkbox"/> Recognise and promote the wider remit of the Practice Nurse. <input type="checkbox"/> Apply clinical governance principles and follow local policies and procedures. <input type="checkbox"/> Recognise and understand the roles of individuals working within the Primary Health Care Team and understand how the roles of the practitioners and agencies interface with the Practice Nurse role. <input type="checkbox"/> Be aware of the legal and professional issues in relation to accountability and delegation. <input type="checkbox"/> Monitor the quality of work within the designated responsibility and alert others to quality issues. <input type="checkbox"/> Be aware of the legal and professional issues in relation to consent and capacity (adults and children). <input type="checkbox"/> Understand the law related to duty of care and vicarious liability. <input type="checkbox"/> Recognise signs and symptoms which may indicate the presence of serious medical conditions (red flags) and take appropriate action. <input type="checkbox"/> Keep up dated and aware of relevant nursing issues. <input type="checkbox"/> Undertake continuing professional development to achieve the skills and competencies to carry out the role of a Practice Nurse. <input type="checkbox"/> Reflect on own performance and level of skills, identifying strengths and areas for development. <input type="checkbox"/> Use critical appraisal and self-assessment to identify professional development needs, and develop and agree realistic, appropriate professional development plans. <input type="checkbox"/> Understand the nature and hierarchy of medical evidence http://www.patient.co.uk/doctor/Different-Levels-of-Evidence

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Anticoagulation	<ul style="list-style-type: none"> <input type="checkbox"/> Have a basic understanding of anticoagulation therapy and the role of warfarin. <input type="checkbox"/> Observe anticoagulation clinics. 	<ul style="list-style-type: none"> <input type="checkbox"/> Have undertaken a recognised training programme and been assessed as competent. <input type="checkbox"/> Clinically manage patients, respecting and adhering to local enhanced services and national policies. <input type="checkbox"/> Take capillary and venous blood samples and demonstrate good finger-prick technique. <input type="checkbox"/> Use a coagulometer correctly. <input type="checkbox"/> Use computerised decision support software (cdss). <input type="checkbox"/> Provide patients with advice, information and educational materials to aid their understanding of all aspects of their medication. <input type="checkbox"/> Discuss patients with the anticoagulation team should any concerns arise. <input type="checkbox"/> Maintain up to date clinical knowledge of anticoagulation therapy. <input type="checkbox"/> Understand clinical signs in patients taking warfarin that indicate the need for medical - specialist referral/advice. <input type="checkbox"/> Initiate warfarin following GP referral, informing patients of their detailed anticoagulation management plan. <input type="checkbox"/> Provide support to clinicians within the team who have commenced anticoagulation training. <input type="checkbox"/> Provide ongoing peer assessment, support and mentorship to members of the anticoagulation team as required by the local enhanced service or any other commissioned service. <input type="checkbox"/> Facilitate and encourage the spread of good practice within primary care. <input type="checkbox"/> Be aware of the emerging new oral anticoagulation therapies. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Be the clinical lead, responsible for ensuring that the service is delivered in accordance with the specification and any other guidelines issued by the Clinical Commissioning Group (CCG). <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Take responsibility for organising regular anticoagulation team meetings to include clinical supervision and information updates. <input type="checkbox"/> Undertake further training to assess clinicians undertaking appropriate training outside their CCG. <input type="checkbox"/> Contribute to patient education both on an individual or wider basis e.g. through links with patient groups in the locality. <input type="checkbox"/> Organise events for patients to attend for further information/support. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Appraisal of others	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the aims of the appraisal process with regard to the practice nurses development of a Professional Development Plan (PDP), and the practice's aims for the appraisal. <input type="checkbox"/> Be fully informed regarding the practice priorities for the coming year. <input type="checkbox"/> Have prepared themselves for the appraisal process by ensuring they are fully informed regarding the appraisee, their role within the practice, any achievements from the previous year's appraisal and PDP and outstanding aims from the previous appraisal. <input type="checkbox"/> Ensure the appraisee has been given adequate notice of the appraisal to allow for preparation for the appraisal. <input type="checkbox"/> Ensure the appraisee has been given the agreed practice pro forma for preparation for appraisal. <input type="checkbox"/> Be familiar with research on appraisal and the potential benefits of appraisal for nurses and the whole practice team and for its effect on patient care. <input type="checkbox"/> Be familiar with the appraisal documentation used within the Practice and their responsibilities for completion of documentation. 	<ul style="list-style-type: none"> <input type="checkbox"/> Be adequately prepared to carry out appraisals. <input type="checkbox"/> Be aware of the appraisee's own strengths and weaknesses and what they bring to the appraisal process. <input type="checkbox"/> Have acted on feedback received following previous appraisals they have carried out. <input type="checkbox"/> Be ready to assist the appraisee to prepare themselves for the appraisal. <input type="checkbox"/> Be competent in documenting the appraisal and give feedback to both the appraisee and the Practice Manager. <input type="checkbox"/> Ensure the appraisee produces a realistic PDP as a consequence of the appraisal. <input type="checkbox"/> Facilitate any training plans that have been agreed. <input type="checkbox"/> Offer interim review of plans made at an appropriate time. 	<ul style="list-style-type: none"> <input type="checkbox"/> Provide clinical supervision for appraisers and appraisees. <input type="checkbox"/> Audit the outcomes from appraisal. <input type="checkbox"/> Have an overview of appraisal for the whole practice team and support the appraisee and appraisers within the practice. <input type="checkbox"/> Give constructive feedback.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Asthma	<ul style="list-style-type: none"> <input type="checkbox"/> Demonstrate a basic working knowledge of pathophysiology of asthma. <input type="checkbox"/> Understand signs and symptoms including causes and triggers of asthma to recognise opportunistically within patient population. <input type="checkbox"/> Be aware of local and national guidance on asthma. <input type="checkbox"/> Understand basic principles of care of a person with asthma. <input type="checkbox"/> Understand diagnostic criteria and assist in diagnosis using appropriate testing in line with local/national guidelines: PEF monitoring/Spirometry. <input type="checkbox"/> Be aware of complications of asthma, awareness of multidisciplinary support and referral onwards. <input type="checkbox"/> Recognise signs and symptoms of exacerbations. <input type="checkbox"/> Deliver primary prevention: advise/support/smoking cessation/vaccination as appropriate and maintaining healthy lungs. 	<ul style="list-style-type: none"> <input type="checkbox"/> Use appropriate diagnostic methods and make asthma diagnosis in liaison with GP. <input type="checkbox"/> Conduct annual reviews. <input type="checkbox"/> Independently plan, implement, monitor and review individualised care management plans. <input type="checkbox"/> Manage and adjust asthma treatment in line with local/national guidelines. <input type="checkbox"/> Provide self-management plans and psychological support to patients and families. <input type="checkbox"/> Work with vulnerable groups to help devise action plans and provide support. <input type="checkbox"/> Initiate, equip and provide asthma clinics, and deliver opportunistic care. <input type="checkbox"/> Understand non pharmacological and pharmacological approaches to treatment. <input type="checkbox"/> Support patients in self-management and adherence/compliance with therapy. <input type="checkbox"/> Liaise with secondary care specialists as appropriate and support patients following hospitalisation. <input type="checkbox"/> Ensure appropriate referral to multidisciplinary team. <input type="checkbox"/> Demonstrate inhaler technique and devices. <input type="checkbox"/> Implement and support emergency care in line with local/national guidelines. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Work independently to make clinical judgements and decisions. <input type="checkbox"/> Independently diagnose asthma in line with local/national guidelines. <input type="checkbox"/> Use holistic approach to check compliance and adherence, treatment and identify barriers. <input type="checkbox"/> Directly refer to other specialists/investigations. <input type="checkbox"/> Provide advice, education, mentoring and support to other clinicians. <input type="checkbox"/> Take the lead in managing programmes of care (planning, providing and evaluating care) within the practice. <input type="checkbox"/> Manage asthma register and ensure systems in place to meet QOF/NICE guidelines. <input type="checkbox"/> Provide diagnostic health screening, surveillance and therapeutic interventions within a broader health promotion/public health context. <input type="checkbox"/> Ensure practice working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Audit, review and research	<ul style="list-style-type: none"> <input type="checkbox"/> Have an understanding of the ethical issues and the importance of clinical audit that impinge on General Practice and the requirements of information governance. <input type="checkbox"/> Contribute to audit of own and others practice. Participate in on-going review of team effectiveness and quality of service provision. 	<ul style="list-style-type: none"> <input type="checkbox"/> Initiate and implement plans for nursing quality assurance and audit in line with clinical and information governance practice requirements. <input type="checkbox"/> Disseminate and communicate audit findings. <input type="checkbox"/> Have an understanding of research principles and practice. 	<ul style="list-style-type: none"> <input type="checkbox"/> Develop a strategy for assurance and audit of nursing services in the practice in conjunction with the partners. <input type="checkbox"/> Support Practice Nurse colleagues with reviewing audit and recommendations. <input type="checkbox"/> Implement outcomes. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education. <input type="checkbox"/> Active engagement in research projects to enhance patient care/working practices. <input type="checkbox"/> Disseminate research findings to colleagues across the sector, as appropriate.

Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Cancer	<input type="checkbox"/> Any suspicion of cancer, urgent referral to GP.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Cardiovascular disease	<ul style="list-style-type: none"> <input type="checkbox"/> Identify and advise patients on the risk factors associated with cardiovascular disease (CVD) and peripheral vascular disease (PVD). <input type="checkbox"/> Understand and advise patients on the basic management of hypertension, angina, myocardial infarction and cerebro-vascular accident. <input type="checkbox"/> Be capable of discussing lifestyle choices such as diet, exercise and smoking. <input type="checkbox"/> Refer to relevant health care professionals such as smoking cessation, exercise for health and dietician where appropriate. <input type="checkbox"/> Discuss with and refer to the primary care team where further advice/support is required. 	<ul style="list-style-type: none"> <input type="checkbox"/> Be capable of providing a comprehensive risk assessment for primary prevention of CVD. <input type="checkbox"/> Provide an organised programme of care for individuals in the secondary prevention of cardiovascular disease in line with local and national policies. <input type="checkbox"/> Educate patients and carers in the lifestyle management of CVD and PVD to avoid further deterioration. <input type="checkbox"/> Monitor this patient group through regular reviews including diet, exercise, smoking, BP and medication compliance. <input type="checkbox"/> Recall and monitor as per protocols. <input type="checkbox"/> Recognise any signs of deterioration of these conditions and refer accordingly. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Manage and adjust medication according to prescribing guidelines (if nurse prescriber) and refer appropriately to specialist services where required. <input type="checkbox"/> Support clinicians in the management of this group, contributing to the maintenance of the CVD, PVD register. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

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Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Cervical screening	<ul style="list-style-type: none"> <input type="checkbox"/> Have an understanding of the rationale behind cervical cytology and HPV screening, and is able to explain this to patients. <input type="checkbox"/> Be aware of the cervical screening call and recall system. <input type="checkbox"/> Be able to prepare the patient, equipment and environment. <input type="checkbox"/> Prepare to undertake or be undertaking an accredited NHSCSP course for cervical sampling. 	<ul style="list-style-type: none"> <input type="checkbox"/> Have successfully completed an accredited NHSCSP course for taking cervical sampling. <input type="checkbox"/> Demonstrate: <ul style="list-style-type: none"> ○ Sampling of the transformation zone; ○ Fixing of samples; ○ Audit of own results, including adequacy rate. <input type="checkbox"/> Demonstrate autonomous management of the consultation including history taking, record keeping and explanation of the procedure for obtaining results. <input type="checkbox"/> Recognise abnormalities of the cervix and refer on to others if needed. <input type="checkbox"/> Ensure adequate systems and protocols are in place for follow up and failsafe. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Advise the patient re abnormal results and refer on to others as appropriate. <input type="checkbox"/> Undertake more complex vaginal/pelvic examinations and refer on to others as appropriate. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Chronic kidney disease (CKD)	<ul style="list-style-type: none"> <input type="checkbox"/> Have a basic understanding of Chronic Kidney Disease (CKD). <input type="checkbox"/> Be aware of the NICE guidance on CKD. <input type="checkbox"/> Be aware of guidance regarding flu and pneumonia vaccine for patients with CKD. <input type="checkbox"/> Administer flu and pneumococcal vaccine and other vaccines as appropriate to patients with CKD. <input type="checkbox"/> Carry out CVD risk assessment as appropriate. 	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the risk factors for CKD. <input type="checkbox"/> Be aware of the different Levels of CKD. <input type="checkbox"/> Be aware of the importance of good blood pressure control in CKD and refer on as appropriate where BP control less than satisfactory. <input type="checkbox"/> Ensure the need for regular U and E at least 6 monthly and at least annual urine albumin: creatinine or protein: creatinine ratio testing. <input type="checkbox"/> Discuss with patients the importance of appropriate medications and any contraindications. <input type="checkbox"/> Be aware of the need for regular testing of U&E, ACR and PCR. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Ensure patients are on appropriate medications unless contraindicated. <input type="checkbox"/> Implement annual and 6 monthly reviews for patients with CKD. <input type="checkbox"/> Implement best practice in treating CKD including use of ACE-I or ARB. <input type="checkbox"/> Refer on as appropriate where condition is deteriorating or medication not optimised. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Clinical guidelines, protocols, directions and directives	Have an understanding of the following and how these are communicated and implemented within the work place: <ul style="list-style-type: none"> <input type="checkbox"/> Current national policies <input type="checkbox"/> National standards <input type="checkbox"/> NICE guidelines <input type="checkbox"/> Local GP practice protocols <input type="checkbox"/> Patient group directions <input type="checkbox"/> Patient specific directives <input type="checkbox"/> Other local and national policies that impact on the Practice Nurse role

Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Communication with teams	<ul style="list-style-type: none"> <input type="checkbox"/> Work effectively within the GP practice team and support structures that are in place for the efficient, effective, smooth and safe running of the GP practice. <input type="checkbox"/> Delegate clearly and appropriately including assessment of clinical risk and application of the principles that underpin delegation to unregulated health care support workers. <input type="checkbox"/> Communicate effectively with other disciplines and partner organisations to enhance patient care. <input type="checkbox"/> Communicate if task delegated is beyond the Practice Nurse competencies.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Consultation	<ul style="list-style-type: none"> <input type="checkbox"/> Understand the importance of good communication with patients during consultation. <input type="checkbox"/> Prepare for the consultation by familiarising his/herself with the planned reason for the patient consultation and prepare appropriately e.g. be prepared with necessary equipment to do a dressing, take blood pressure etc. <input type="checkbox"/> Recognise the importance of establishing the relationship as the consultation starts and discovering or confirming the reason for the consultation. <input type="checkbox"/> Take an accurate history and perform an appropriate examination using verbal and physical assessment skills. <input type="checkbox"/> Agree a treatment plan with the patient and appropriate follow up. <input type="checkbox"/> Safety net ensuring the patient is aware of any untoward signs and when to seek further nursing or medical help. <input type="checkbox"/> Make an accurate record of the consultation including all key elements using the practice IT system appropriately to ensure contemporaneous records are readily accessible and legible. <input type="checkbox"/> Seek to time manage the consultation. <input type="checkbox"/> Reflect on consultations regularly to learn from and develop consultation skills. <input type="checkbox"/> Have knowledge of when an interpreter is required and how obtain and use the appropriate service effectively. 	<ul style="list-style-type: none"> <input type="checkbox"/> Have the skills to establish a good rapport with all patients. <input type="checkbox"/> Recognise how personal and patient health beliefs affect the consultation. <input type="checkbox"/> Be skilled in consulting with the wider practice population including patients from minority groups. <input type="checkbox"/> Use appropriate consultation and education techniques to educate patients regarding their chronic disease and agree self-management plans. <input type="checkbox"/> Develop consultation skills sufficiently to facilitate good time management of consultations. 	<ul style="list-style-type: none"> <input type="checkbox"/> Review and assess junior nurse's consultations. <input type="checkbox"/> Manage complex and or challenging presentations. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Contraception and sexual health	<ul style="list-style-type: none"> <input type="checkbox"/> Provide information and undertake initial assessment regarding client's contraceptive needs. <input type="checkbox"/> Perform pill checks for patients who are established pill users in line with practice and local policies. <input type="checkbox"/> Administer injectable contraception in line with local policy, using Patient Group Directive (PGD)/prescribing. <input type="checkbox"/> Teach correct condom use. <input type="checkbox"/> Offer advice regarding screening for STIs, including local policies for Chlamydia screening. <input type="checkbox"/> Offer advice regarding local agencies that can advise on unwanted pregnancies. <input type="checkbox"/> Signpost to other services e.g. specialist sexual health services. 	<ul style="list-style-type: none"> <input type="checkbox"/> Provide emergency contraception under a PGD or as a prescriber. <input type="checkbox"/> Assess and teach oral contraceptive use to patients using this method for the first time, providing the contraceptive pill by prescribing or under a Patient Group Directive (PGD). <input type="checkbox"/> Provide coil checks. <input type="checkbox"/> Undertake pregnancy testing and provide advice and referral to GP for unwanted pregnancies. <input type="checkbox"/> Advise on male and female sterilisation. 	<ul style="list-style-type: none"> <input type="checkbox"/> Provide a full range of contraceptive services. <input type="checkbox"/> Independently fit, and/or remove LARC or coils. <input type="checkbox"/> Manage patients with more complex needs such as epilepsy and learning disability. <input type="checkbox"/> Use referral pathways for those patients requesting sterilisation. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Contracts, regulations, Care Quality Commission (CQC) regulations and outcomes, Quality Outcomes Framework (QOF) and service redesign.	<ul style="list-style-type: none"> <input type="checkbox"/> Learn, develop and contribute to the efficient working of the Nursing Team to meet quality, safety and performance requirements. <input type="checkbox"/> Understand and contribute to the contractual requirements of General Practice i.e. to meet General Medical Services contract (GMS) or the Personal Medical Services contract (PMS), Enhanced and locally commissioned services contracts and QOF. <input type="checkbox"/> Take responsibility for some of the requirements of GMS or PMS, QOF and enhanced and locally commissioned services. <input type="checkbox"/> Understand and comply with CQC regulations and outcomes. <input type="checkbox"/> Work within the support structures and procedures that are in place for the smooth running of the practice. <input type="checkbox"/> Recognise strengths in others and work with them to make a difference to the service provided. 	<ul style="list-style-type: none"> <input type="checkbox"/> Take more senior responsibility for some of the requirements of contractual requirements. <input type="checkbox"/> Take a lead on CQC outcomes, helping the GP practice establish evidence and maintain compliance with regulations and outcomes. <input type="checkbox"/> Implement programmes to meet the contractual requirements of the practice and other national programmes/care requirements. <input type="checkbox"/> Advise on and contribute to the development, and review of procedures that assure cost effective nursing and other services. <input type="checkbox"/> Take positive action to make agreed changes to improve services to patients. <input type="checkbox"/> Seek support from colleagues or Manager as required. <input type="checkbox"/> Support the clinical governance requirements of the General Medical Services contract (GMS) or the Personal Medical Services contract (PMS) contract and professional bodies that impinge on nursing. <input type="checkbox"/> Contribute to the development of new practices and changes in service delivery and discuss and agree how these might be taken forward. 	<ul style="list-style-type: none"> <input type="checkbox"/> Identify elements and lead members of the Practice Team to meet relevant General Medical Services contract (GMS) or the Personal Medical Services contract (PMS) requirements and enhanced locally commissioned services. <input type="checkbox"/> Take responsibility for ensuring the Nursing Team delivers the GP practice goals set against the practice profile and disease prevalence. <input type="checkbox"/> Lead on nursing related practice development initiatives and give guidance on nursing perspectives. <input type="checkbox"/> Identify the need and establish evidence to support service development. <input type="checkbox"/> Consider the quality, effectiveness and efficiency of the service provision in relation to the impact on patient services. <input type="checkbox"/> Lead on development of local protocols and practices to meet contract and regulatory requirements.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
COPD	<ul style="list-style-type: none"> <input type="checkbox"/> Deliver primary prevention: advice/support smoking cessation/vaccination as appropriate and maintaining healthy lungs. <input type="checkbox"/> Demonstrate a basic working knowledge of pathophysiology of COPD. <input type="checkbox"/> Understand signs and symptoms including causes and exacerbations of COPD to recognise opportunistically within patient population. <input type="checkbox"/> Be aware of local and national guidance on COPD. <input type="checkbox"/> Understand basic principles of care of a person with COPD. <input type="checkbox"/> Use O2 sats monitor and understand results. <input type="checkbox"/> Demonstrate inhaler technique and devices. <input type="checkbox"/> Understand non pharmacological and pharmacological approaches to treatment. <input type="checkbox"/> Be aware of the social and psychological impact of COPD <input type="checkbox"/> Recognise signs and symptoms of exacerbations and refer where appropriate. 	<ul style="list-style-type: none"> <input type="checkbox"/> Understand diagnostic criteria and assist in diagnosis of COPD using spirometry. <input type="checkbox"/> Support monitor and review progress and management. <input type="checkbox"/> Support patients in self-management and adherence/compliance with therapy. <input type="checkbox"/> Use appropriate diagnostic methods have awareness of differential diagnosis and make COPD diagnosis in liaison with GP. <input type="checkbox"/> Conduct annual reviews on stable patients with COPD. <input type="checkbox"/> Review spirometry findings and perform assessments. For example CAT or BODE <input type="checkbox"/> Plan, implement, monitor and review individualised care management plans. <input type="checkbox"/> Advise and alter medication as required. <input type="checkbox"/> Provide instruction and education on recognising signs of exacerbation and use of rescue packs. Implement and support rescue care in line with local/national guidelines. <input type="checkbox"/> Provide self-management plans and psychological support to patients and families especially in recognising depression. <input type="checkbox"/> Refer to pulmonary rehabilitation, benefits advice as appropriate. <input type="checkbox"/> Liaise with secondary care specialists as appropriate and support patients following hospitalisation. <input type="checkbox"/> Ensure appropriate referral to multidisciplinary team. <input type="checkbox"/> Initiate, equip and provide COPD clinics and deliver opportunistic care. <input type="checkbox"/> Maintain a disease register. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Work independently to make clinical judgements and decisions. <input type="checkbox"/> Independently diagnose COPD in line with local/national guidelines. <input type="checkbox"/> Be proficient in interpreting spirometry findings. <input type="checkbox"/> Manage and adjust treatment in line with local/national guidelines. <input type="checkbox"/> Use holistic approach to check compliance and adherence, to treatment, identify barriers and support adherence. <input type="checkbox"/> Directly refer to other specialists/investigations. <input type="checkbox"/> Take the lead in managing programmes of care (planning, providing and evaluating care) within the practice. <input type="checkbox"/> Manage COPD register and ensure systems in place to meet QOF/NICE guidelines. <input type="checkbox"/> Ensure effective call and recall in place. <input type="checkbox"/> Provide diagnostic health screening, surveillance and therapeutic interventions within a broader health promotion/public health context. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Data protection, confidentiality, information governance , record keeping and the law	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the legal and professional issues and legislation, regulations and local policies and procedures in relation to the following: <ul style="list-style-type: none"> ○ Data protection ○ Access to health records ○ Confidentiality ○ Information governance ○ Clinical governance <input type="checkbox"/> Record, review and process data and information, in line with practice policies and NMC guidelines. <input type="checkbox"/> Use accurate read codes about patients and appropriate and accurate free text, in order to ensure easy and accurate access to medical records and to carry out appropriate audit. <input type="checkbox"/> Use a computer and manage files and medical records according to GP practice policies and procedures. <input type="checkbox"/> Access and send emails including attachments safely. <input type="checkbox"/> Have basic knowledge of Microsoft word package. <input type="checkbox"/> Manage information searches using the internet and local library databases. <input type="checkbox"/> Support the clinical governance requirements of the GP practice.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Dementia	<ul style="list-style-type: none"> <input type="checkbox"/> Have an understanding of dementia, and how it affects individuals and those close to them. <input type="checkbox"/> Understand the Mental Capacity Act and how it may affect clinical practice. <input type="checkbox"/> Recognise when a patient may have some cognitive impairment that may affect their ability to consent to care and treatment. <input type="checkbox"/> Be aware of any safeguarding issues, and know how to use the local procedures. <input type="checkbox"/> Be aware of resources that are available to support those with dementia such as 'This is me' from the Alzheimer's Society. 	<ul style="list-style-type: none"> <input type="checkbox"/> Undertake a holistic assessment of a patient with dementia, including memory testing using a validated tool such as GPCOG / MOCA. <input type="checkbox"/> Liaise with and referral to social services as applicable. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Be involved in the diagnostic process of dementia care including: ordering/undertaking blood tests to exclude other possible diagnoses. <input type="checkbox"/> Undertake initial and subsequent memory testing according to local policies. <input type="checkbox"/> Work jointly with GP/CPN at the point of diagnosis to ensure prescribed medications are understood and adhered to, and support mechanisms are in place for the patient and their families/carers. <input type="checkbox"/> Undertake a medication review to ensure all medicines are suitable. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Depression	<ul style="list-style-type: none"> <input type="checkbox"/> Be confident to recognise and make a basic assessment and enquire re signs and symptoms of depression. <input type="checkbox"/> Use the PHQ 9 depression questionnaire or similar tool where relevant. <input type="checkbox"/> Know where to refer patients and make a timely and appropriate referral. <input type="checkbox"/> Be aware of the availability of self-referral for counselling i.e. IAPT. 	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of risk factors for depression. <input type="checkbox"/> Be aware of red flags - suicidal ideation and when patient needs to be seen urgently. <input type="checkbox"/> Refer patients on to GP or Nurse Practitioner. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Be able to build a rapport with patients which enables honest discussion about mood and emotions and to acknowledge the physical manifestation of depression. <input type="checkbox"/> Know when to refer on to appropriate person for diagnosis and treatment of depression. <input type="checkbox"/> Have a basic knowledge of antidepressant medication and the need for regular GP review. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Diabetes	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the difference between Type 1 and Type 2 diabetes. <input type="checkbox"/> Assess and advise those at risk of type 2 diabetes with regard to lifestyle changes, including, exercise programmes and dietary changes. <input type="checkbox"/> Demonstrate knowledge of the available tests for the diagnosis of type 2 diabetes and make appropriate referrals. <input type="checkbox"/> Know the local/national guidelines for care of patients with diabetes. <input type="checkbox"/> Provide education and support to patients newly diagnosed with diabetes including referral to education programmes as appropriate. <input type="checkbox"/> Refer to dietetics and weight management programmes as appropriate. <input type="checkbox"/> Perform and interpret the results of blood and/or urine monitoring. <input type="checkbox"/> Be competent in use of blood glucose management (BGM). <input type="checkbox"/> Support patients in BGM and recognise when BGM is appropriate. <input type="checkbox"/> Ensure people with diabetes understand how to take medications, its side-effects and when to report them. <input type="checkbox"/> Demonstrate knowledge of the types of oral and hyperglycaemic agents and how they work. <input type="checkbox"/> Recognise that the progressive nature of type 2 diabetes may require changes in medication over time. 	<ul style="list-style-type: none"> <input type="checkbox"/> Assess and manage all aspects of diabetes: including hyper/hypoglycaemia, hypercholesterolemia, hypertension and microalbuminuria. <input type="checkbox"/> Use results to optimise treatment interventions according to local and national evidence-based practice, and initiate further tests as appropriate. <input type="checkbox"/> Recognise when treatment needs to be adjusted. <input type="checkbox"/> Adjust treatment in line with local national guidelines. <input type="checkbox"/> Demonstrate a broad knowledge of third and fourth line therapies including GLP-1 receptor agonists. <input type="checkbox"/> Describe circumstances in which insulin use might be initiated or altered and make appropriate referral. <input type="checkbox"/> Demonstrate awareness of issues related to polypharmacy and drug interactions (e.g. steroids). <input type="checkbox"/> Ensure appropriate educational materials for patients and staff. <input type="checkbox"/> Provide information and support to encourage the person with diabetes to make informed choices about controlling and monitoring their diabetes, including: choice of treatment and follow-up; risk reduction; monitoring control; and complications. <input type="checkbox"/> Facilitate the development of an agreed care plan. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Provide expertise in the development of management plans for people with complex diabetes and/or co morbidities. <input type="checkbox"/> Demonstrate expert knowledge of insulin and GLP-1 receptor agonist therapies and act as a resource for people with diabetes, their carer and HCPs. <input type="checkbox"/> Demonstrate a high level of competency in the safe administration of insulin or GLP-1 receptor agonists. Ensure protocols and procedures are current for the management of using, converting and commencing insulin. <input type="checkbox"/> Initiate insulin safely and competently and maintain patients with type 1 and type 2 diabetes, according to local guidelines. <input type="checkbox"/> Teach the person with diabetes or their carer the principles of carbohydrate awareness and medication dose adjustment. <input type="checkbox"/> Deliver (where individually appropriately acceptable) structured group education to people with diabetes, their carers and HCPs. <input type="checkbox"/> Participate in the development and monitoring of integrated care pathways and liaise with multidisciplinary team members. <input type="checkbox"/> Liaise with MDT to identify people frequently presenting with diabetes emergencies. <input type="checkbox"/> Participate in research and promote evidence-based practice. <input type="checkbox"/> Develop best practice e.g. through leadership and consultancy. <input type="checkbox"/> Demonstrate awareness of current research in new

	<ul style="list-style-type: none"> <input type="checkbox"/> Describe signs and symptoms of hyperglycaemia/hypoglycaemia. <input type="checkbox"/> Administer or advise on treatment to resolve hyperglycaemia/hypoglycaemia in accordance with local policies or individual clinical management plans. <input type="checkbox"/> Advise on driving regulations with regard to hypoglycaemia. <input type="checkbox"/> Be aware of the potential long-term health consequences of type 2 diabetes including micro and macro vascular complications and depression. <input type="checkbox"/> Be aware of local policy regarding screening programmes. <input type="checkbox"/> Give foot care advice to people with diabetes, and their carers. <input type="checkbox"/> Be aware of erectile and sexual dysfunction as a neuropathic process, and refer where appropriate. <input type="checkbox"/> Organise or perform microalbuminuria screening, blood pressure measurement and blood tests according to local and national protocols and guidelines. <input type="checkbox"/> Identify people with diabetes at risk of hypertension and CHD and refer as appropriate. <input type="checkbox"/> Recognise when treatment needs to be adjusted and refer as appropriate. 	<ul style="list-style-type: none"> <input type="checkbox"/> Demonstrate knowledge and skills to facilitate behaviour change. <input type="checkbox"/> Empower and support a person with diabetes to achieve an individualised level of self-management and an agreed glycaemic target. <input type="checkbox"/> Participate in educating people with diabetes, their carers and other HCPs in the identification, treatment and prevention of hyperglycaemia/hypoglycaemia. <input type="checkbox"/> Support patients converting or commencing insulin to develop the management techniques within guidelines <input type="checkbox"/> Refer patients to appropriate educational programmes as available. <input type="checkbox"/> Recognise the importance of good glycaemic, blood pressure and cholesterol control in preventing and/or progressing diabetic complications: <input type="checkbox"/> Screen for complications including sexual dysfunction in both men and women, according to local guidelines. <input type="checkbox"/> Identify risk factors in the development of complications and refer as appropriate. 	<p>oral therapies.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Investigate all incidents and report to the relevant agencies, develop an action plan to prevent recurrence. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.
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Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Disease-Modifying Anti-Rheumatic Drugs (DMARDs) and rheumatoid arthritis (RA) and therapeutic monitoring	<ul style="list-style-type: none"> <input type="checkbox"/> Have a basic understanding of the conditions which are treated by DMARDs. <input type="checkbox"/> Be aware of the complications and associated co-morbidities risk factors associated with rheumatoid arthritis. <input type="checkbox"/> Give flu and pneumococcal vaccine to patients with rheumatoid arthritis. 	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the common DMARDs drugs that are used to treat this Condition. <input type="checkbox"/> Know which drugs are immunosuppressant and assess which patients therefore need annual flu vaccines and where live vaccines are contraindicated. <input type="checkbox"/> Carry out CVD risk assessments using a CVD risk assessment tool annually on all patients on the RA register. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Be familiar with the shared care guidelines for monitoring DMARDs. <input type="checkbox"/> Use the shared care guidelines for monitoring the DMARDs therapies reviewing blood results and carrying out medication reviews. <input type="checkbox"/> Carry out biannual osteoporosis risk assessments on all patients on the rheumatoid arthritis register. Use tool e.g. FRAX and refer or treat as appropriate. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Ear care	<ul style="list-style-type: none"> <input type="checkbox"/> Display an understanding of the need for preventative care including patient education and advice. <input type="checkbox"/> Have a working knowledge of anatomy and physiology of the ear. <input type="checkbox"/> Advise and prepare patients for ear irrigation. <input type="checkbox"/> Highlight presenting problem, previous problems, any history of surgery, perforations, tinnitus, pain in ear, cleft palate repaired or not, infections of middle ear within last 6 weeks or a mucoid discharge, which could contraindicate treatment. <input type="checkbox"/> Use otoscope to examine both ears with patient's consent, recognise any abnormalities. <input type="checkbox"/> Perform ear irrigation in line with practice protocol. <input type="checkbox"/> Demonstrate safe and proficient use of aural care instruments for the removal of cerumen, ear toilet and irrigation. <input type="checkbox"/> Examine ear following treatment and document outcome. <input type="checkbox"/> Ensure the application of the principles of infection control according to national and local guidelines within the practice. 	<ul style="list-style-type: none"> <input type="checkbox"/> Proactively provides good ear care patient education. <input type="checkbox"/> Support junior nurse undertaking ear care. <input type="checkbox"/> Independently manage minor ear problems and refer accordingly. <input type="checkbox"/> Undertake ear toilet based on knowledge of the latest evidence based practice in relation to ear care. <input type="checkbox"/> Recognise the specific needs of patients with hearing loss including provision of advice for patients on safe ear care in accordance with national guidelines. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Recognise abnormal ear conditions and refer appropriately. <input type="checkbox"/> Assess and diagnose ear complaints exacerbated by excess wax production. <input type="checkbox"/> Be aware of common ear conditions and signs of infection, treatment options including prescription medication. <input type="checkbox"/> Initiate and lead management of ear care based on the latest evidence-based practice. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
End of life, palliative care and terminal illness	<ul style="list-style-type: none"> <input type="checkbox"/> Recognise and acknowledge cues from palliative care patients wanting to talk about concerns, wishes and priorities. <input type="checkbox"/> Work within Advance Care Plans ensuring wishes are recorded and communicated. <input type="checkbox"/> Recognise the signs and symptoms of pain and distress, and seek advice. <input type="checkbox"/> Integrate working with District Nursing colleagues. <input type="checkbox"/> Attend palliative care meetings within the practice. 	<ul style="list-style-type: none"> <input type="checkbox"/> Use enhanced communication skills that encompass being able to ask 'difficult' questions. <input type="checkbox"/> Work with patients and carers to establish Advance Care Plans including preferred place of care and death. <input type="checkbox"/> Assess holistically the dying patient with regard to pain and other symptoms. <input type="checkbox"/> Anticipate and recognise the changing clinical status of the dying patient. <input type="checkbox"/> Contribute to palliative care meetings within the practice. <input type="checkbox"/> Liaise with and refer to social services. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Act as a role model for effective communication, initiate and manage conversations with patients regarding their preferences at end of life. <input type="checkbox"/> Manage challenging conversations with other professionals. <input type="checkbox"/> Critically assess clinical situations, interpret complex information, and prioritise needs and co-ordinate appropriate nursing care, referring if necessary to specialist services. <input type="checkbox"/> Input onto palliative care register and take the lead in multidisciplinary palliative care meetings. <input type="checkbox"/> Verify an expected death in line with practice policies / procedures – available from http://www.dchs.nhs.uk/end-of-life-care. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Epilepsy	<ul style="list-style-type: none"> <input type="checkbox"/> Have an understanding of what epilepsy is, possible causes, what happens in a seizure, and when to get medical help. <input type="checkbox"/> Demonstrate the ability to assess seizure control, and document seizure descriptions. <input type="checkbox"/> Assess adherence to therapy. <input type="checkbox"/> Recognise importance of therapy adherence refer as appropriate. <input type="checkbox"/> Assess side-effects and refer as appropriate. <input type="checkbox"/> Document driving and employment status. <input type="checkbox"/> Discuss contraception, conception and pregnancy, if the patient is a woman of childbearing potential. 	<ul style="list-style-type: none"> <input type="checkbox"/> Explore and discuss reasons for non-adherence to therapy. <input type="checkbox"/> Recognise risks associated with abrupt withdrawal. <input type="checkbox"/> Refer onwards patients who are not adhering to therapy. <input type="checkbox"/> Liaise with epilepsy specialist nurses, to support adherence. <input type="checkbox"/> Ensure patients are fully involved in decisions about their treatment. <input type="checkbox"/> Be able to explore the balance between side effects and seizure control. <input type="checkbox"/> Be aware of and able to discuss lifestyle implications: for example employment, education, personal safety, sport. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Have an understanding of anti-epileptic drugs (AED's) how they work, side effects, need for monitoring etc. <input type="checkbox"/> Have an understanding of seizure types. <input type="checkbox"/> Discuss contraception - have an understanding of how AED's affect contraceptive options provide advice on best methods for patients. <input type="checkbox"/> Reinforce the importance of planned conception and refer to a specialist as required. <input type="checkbox"/> Have an understanding of precipitating factors: e.g. alcohol, menstruation, photosensitivity, stress. <input type="checkbox"/> Offer a seizure diary if appropriate. <input type="checkbox"/> Be aware of NICE guidance on epilepsy. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Equality and Diversity	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the Practice Nurse responsibilities and comply with: <i>Care Quality Commission Regulation 9 and Outcome 4 - People experience effective, safe and appropriate care, treatment and support that meet their needs and protect their rights.</i> <input type="checkbox"/> Comply with practice policies, helping to ensure they remain in line with local and national guidelines and the latest evidence-based practice. <input type="checkbox"/> Know the demographics of the practice population and locality in order to actively promote equality and diversity in own work. <input type="checkbox"/> Understand and implement with patients, patient's relatives and colleagues the latest guidelines issued by professional bodies such as the NMC/2008, ("Code for Standards of Conduct, Performance and Ethics for Nurses and Midwives" www.nmc-uk.org/Documents/Standards/The-code-A4-20100406.pdf) - relevant areas might include: <ul style="list-style-type: none"> ○ Confidentiality ○ Consent ○ Personal preferences and beliefs (the patient's and your own) ○ The patient's right to make their own decisions ○ Different cultures and ethnicity <input type="checkbox"/> Identify with patients relevant social, cultural and religious factors which may influence or impact on care provision and take action when equality and diversity is undermined. <input type="checkbox"/> Support those whose rights have been compromised consistent with legislation, policies and procedures and good and best practice. <input type="checkbox"/> Support colleagues regarding the reporting of incidents. <input type="checkbox"/> Ensure the application of anti-discriminatory practices within own sphere of responsibility. <input type="checkbox"/> Signpost patients to key voluntary and statutory services that may be useful to patients and guide and support patients in accessing these as appropriate.

Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Equipment and stock management	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the Practice Nurse responsibilities and comply with: <i>Care Quality Commission Regulation 16 and Outcome 11 - Where equipment is used, it is safe, available, comfortable and suitable for people's needs.</i> <input type="checkbox"/> Follow practice policies and protocols. <input type="checkbox"/> Be aware of the Medicines and Healthcare Products Regulatory Agency (MHRA) http://www.mhra.gov.uk/#page=DynamicListMedicines <input type="checkbox"/> Read and respond to GP practice related medical devices alerts and act appropriately in line with local policies and procedures. <input type="checkbox"/> Adhere to the requirements of the Medicines Act, including safe storage, rotation and disposal of vaccines and drugs, as appropriate to role. <input type="checkbox"/> Oversee the management of all clinical stock including maintenance of emergency equipment in accordance with local and national guidelines. <input type="checkbox"/> Maintain the systems necessary to ensure all health and safety requirements are met within the practice. <input type="checkbox"/> Ensure cold chain, safe storage, vaccine stability, rotation and disposal of drugs. <input type="checkbox"/> Oversee the monitoring, stock control and documentation of controlled drug usage according to legal requirements, as appropriate to role.

Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Health and safety	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the Practice Nurse responsibilities and comply with: <i>Care Quality Commission Regulation 10 and Outcome 16 - People benefit from safe, quality care because effective decisions are made and because of the management of risks to people's health, welfare and safety and;</i> <input type="checkbox"/> <i>Regulation 15 and Outcome 10 - People receive care in, work in or visit safe surroundings that promote their wellbeing and Regulation 9 and; Outcome 4 - People experience effective, safe and appropriate care, treatment and support that meet their needs and protects their rights.</i> <input type="checkbox"/> Show awareness of health and safety issues and actively promote good working processes clinical and non-clinical. Demonstrate safe behaviours and ways of working and support others to maintain own and others health, safety and security consistent with legislation, policies and procedures <input type="checkbox"/> Use risk assessment to identify actual and potential risks and take appropriate action. <input type="checkbox"/> Deal with emergency situations when appropriate, and use local guidelines to manage the emergency response and treatment for conditions including cardio pulmonary resuscitation (CPR). <input type="checkbox"/> Have a working knowledge of health and safety requirements within the workplace, including fire procedures. <input type="checkbox"/> Follow procedures to report any concerns identified. <input type="checkbox"/> Identify, and if appropriate take action on the risks to health of microbiological and chemical hazards within the working environment according to COSHH regulations (COSHH 2002). <input type="checkbox"/> Follow current recommendations for the safe use of VDU screens and undertake a risk assessment.

Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Health promotion	<ul style="list-style-type: none"> <input type="checkbox"/> Make sure health promotion forms the basis of every consultation, make every contact count. <input type="checkbox"/> Ensure there are clear guidelines within the working environment for the efficient and effective application of knowledge, skills, attitudes and values needed to plan, implement and evaluate health promotion. <input type="checkbox"/> Assist in providing a tool for use in planning and deciding on professional development and training needs. <input type="checkbox"/> Develop expert knowledge of health and its determinants. <input type="checkbox"/> Analyse complex issues regarding how health is created and how health behaviours are brought about. <input type="checkbox"/> Have excellent communication and negotiation skills. <input type="checkbox"/> Provide a caring and empathetic approach. <input type="checkbox"/> Be understanding, supportive and non-judgmental. <input type="checkbox"/> Have the ability to focus on the needs and issues of individual people, their communities and cultures. <input type="checkbox"/> Have an awareness of local/national schemes that support healthy living, e.g. smoking cessation services, weight management services and exercise initiatives. <input type="checkbox"/> Be able to reflect on their actions and motivations and think outside of conventional, safe ways of working. <input type="checkbox"/> Champion ways of working based on evidence of effectiveness and also clear ethical principles. <input type="checkbox"/> Commit to working consistently and in ways which involve people and encourage participation. <input type="checkbox"/> Build capabilities and skills in others, in order for them to carry out health promotion themselves.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Heart failure	<ul style="list-style-type: none"> <input type="checkbox"/> Have a basic understanding of the pathophysiology of Heart Failure (HF). <input type="checkbox"/> Be aware patients may have HF due to Left Ventricular Systolic Dysfunction or HF with preserved ejection fraction. <input type="checkbox"/> Be aware of the NICE guidelines for caring for patients with stable chronic HF. <input type="checkbox"/> Give lifestyle advice regarding diet, exercise, smoking, and alcohol to patients with HF. <input type="checkbox"/> Know the signs of worsening HF. <input type="checkbox"/> Know when to refer patient to another nurse or GP. 	<ul style="list-style-type: none"> <input type="checkbox"/> Run HF clinics for annual and/or 6 month reviews ensuring all regular monitoring including appropriate blood tests are carried out for patients with stable chronic HF. <input type="checkbox"/> Educate patients in self-management of HF. <input type="checkbox"/> Review medication. <input type="checkbox"/> Be aware of facilities in Primary and Secondary care to support patients with HF. <input type="checkbox"/> Refer to expert nurse, GP, or specialist Nurse led HF clinics where medication not optimised or patient's condition deteriorating. <input type="checkbox"/> Refer for rehabilitation for HF where available. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage more complex patients with HF initiating increased vigilance in reviewing patients with deteriorating HF. <input type="checkbox"/> Optimise pharmacological treatment for HF. <input type="checkbox"/> Support self-management in patients with deteriorating HF or in need of palliative care for HF. Refer as necessary. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Hypertension	<ul style="list-style-type: none"> <input type="checkbox"/> Perform a blood pressure (BPM) and document, act upon results and recognise where emergency referral is necessary, following local and national guidelines. <input type="checkbox"/> Record a BP using manual/automatic devices and document according to practice protocols and national guidelines. <input type="checkbox"/> Check current hypertension medication treatment and recognise when it is appropriate to refer/discuss the patient's BP with the appropriate clinician. <input type="checkbox"/> Discuss lifestyle choices, interventions. <input type="checkbox"/> Discuss possible causes of hypertension. <input type="checkbox"/> Refer to suitable clinicians and lifestyle groups/services. <input type="checkbox"/> Recall and monitor as required. 	<ul style="list-style-type: none"> <input type="checkbox"/> Perform a comprehensive hypertension review. <input type="checkbox"/> Be aware of the process involved in the diagnosis of hypertension. <input type="checkbox"/> Review current treatment hypertension medication and discuss options if required. <input type="checkbox"/> Reinforce lifestyle and refer to appropriate groups/services to include smoking cessation, weight management, exercise and behaviour change programs. <input type="checkbox"/> Recall and monitor as required. <input type="checkbox"/> Interpret and act upon 24 BP monitoring results or refer as appropriate. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage complex patients and is proficient in hypertension management. <input type="checkbox"/> Provide an organised, objective approach, holistic assessment and diagnosis in line with national and local protocols. <input type="checkbox"/> Review current treatment medication and titrate, add in where appropriate in line with national and local protocol. <input type="checkbox"/> Implement an action plan, recall and monitor as required. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Refer to primary care team and secondary care when specialist advice is required. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Immunisations - adult and child (non travel)	<ul style="list-style-type: none"> <input type="checkbox"/> Have an understanding of the aims of immunisation national policy and schedules. <input type="checkbox"/> Be aware of up to date UK immunisation schedule and know who to consult if there is any uncertainty about which vaccines are needed or timing of vaccines. <input type="checkbox"/> Understand the different types of vaccines used and their composition plus current issues and controversies regarding immunisation. <input type="checkbox"/> Give appropriate advice and information to the patient/parents, and explain the benefits of immunisation versus the risk of disease when required. <input type="checkbox"/> Advise patients/parents on potential side effects and management of these. <input type="checkbox"/> Ensure access to an on-line edition of Immunisation Against Infectious Diseases 2006 or an up to date copy of the relevant vaccine chapter prior to immunising. <input type="checkbox"/> Understand the legal aspects of vaccination and can apply medico legal principles of informed consent. <input type="checkbox"/> Demonstrate correct injection technique, uses recommended needle size and recommended vaccination site(s). <input type="checkbox"/> Dispose of sharps, vaccine vials, unused vaccines and other vaccine equipment safely according to sharps policy. 	<ul style="list-style-type: none"> <input type="checkbox"/> Ensure PGDs/PSDs are in place and are appropriately authorised. <input type="checkbox"/> Have an understanding of the conditions that may place children, young people and adults at greater risk of infectious diseases and which risk groups should be immunised as a matter of priority and what vaccines they will require. <input type="checkbox"/> Ensure local protocols exist and are updated for cold chain audit and action to be taken in case of a cold chain incident. <input type="checkbox"/> Contribute to the development of practice guidelines. <input type="checkbox"/> Enable strategies for improving immunisation rates and dealing effectively with persistent non-attenders. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Demonstrate awareness of current issues in vaccination, and epidemiology of vaccine preventable diseases. <input type="checkbox"/> Responsible for implementing national immunisation schedule and any ad hoc campaigns. <input type="checkbox"/> Plan and develop training and methods of assessment in the local setting. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures, and patient surveys, making recommendations where necessary. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education. <p>Additional Resources: Your local Health Protection Agency NHS Immunisation Information www.immunisation.nhs.uk National Minimum Standards for Immunisation Training www.hpa.org.uk/web/HPAwebFile/HPAweb_C</p>

Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Infection control and cleanliness	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the Practice Nurse responsibilities and comply with: <i>Comply with CQC Regulation 12 and Outcome 8 - People experience care in a clean environment, and are protected from acquiring infections.</i> <input type="checkbox"/> Be aware of the Department of Health and NICE guidance on cleanliness and infection control standards to include: <ul style="list-style-type: none"> ○ https://www.gov.uk/government/publications/the-health-and-social-care-act-2008-code-of-practice-on-the-prevention-and-control-of-infections-and-related-guidance ○ http://guidance.nice.org.uk/CG139 <input type="checkbox"/> Follow practice policies and procedures and recognise own areas of responsibility in the following areas: <ul style="list-style-type: none"> ○ Hand washing ○ Sharps disposal ○ Clinical waste storage and disposal ○ Infection control and cleanliness

Competency Identification

Subject	Core To demonstrate core competency the Practice Nurse is able to:
Leadership	<ul style="list-style-type: none"> <input type="checkbox"/> Demonstrate a leadership style that is effective within changing health care environment. <input type="checkbox"/> Help create a culture that promotes quality healthcare and patient, colleague and own safety. <input type="checkbox"/> Practise behaviours that demonstrate leadership. <input type="checkbox"/> Be proactive by working with the GP practice team to develop and extend the best vision for the GP practice. <input type="checkbox"/> Help to established systems for continuous GP practice improvement. <input type="checkbox"/> Develop and maintain collaborative team working with internal GP practice team and external health and social care service colleagues. <input type="checkbox"/> Undertake a global perspective or mind-set regarding healthcare and professional nursing issues. <input type="checkbox"/> Cope effectively with change by proactively adopting local, regional and national policy and guidance. <input type="checkbox"/> Be dedicated to lifelong learning. <input type="checkbox"/> Be a reflective practitioner. <input type="checkbox"/> Disseminate learning and information to other team members in order to share good practice and inform others about current and future developments (e.g. courses and conferences). <input type="checkbox"/> Seek feedback about own performance through direct conversations and objective tools such as 360-degree reviews and annual appraisal. <input type="checkbox"/> Promote evidence based practice. <input type="checkbox"/> Contribute to the provision of learning opportunities for colleagues. <input type="checkbox"/> Act as a mentor/coach for more junior staff (e.g. preregistration nurses or HCAs) if appropriately qualified, assessing competency against set standards as requested. <input type="checkbox"/> Provide effective clinical leadership and act as a good role model at all times. <input type="checkbox"/> Lead and or participate in research and to establish links with others in order to be aware of national development, which may affect local care provision. <input type="checkbox"/> Demonstrate a commitment to the 6Cs: Care, Compassion, Communication, Competence, Commitment and Courage.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Learning disabilities	<ul style="list-style-type: none"> <input type="checkbox"/> Promote the autonomy, rights and choices of patients with learning disabilities and support and involve their families and carers, ensuring that each patient's rights are upheld according to policy and the law. <input type="checkbox"/> Provide safe and effective care in partnership with patients and their carers within the context of age, conditions and developmental stage. <input type="checkbox"/> Conduct a holistic person centred (In partnership with an individual, their carer and family) and systematic assessment of their physical, emotional, psychological, social, cultural and spiritual needs, including risk assessment and identification of the patients strengths and abilities. <input type="checkbox"/> Use knowledge of dietary, physical, social and psychological factors to inform practice being aware of those that can contribute to poor diet, cause or be caused by ill health. <input type="checkbox"/> Support patients to make appropriate choices and changes to eating patterns. <input type="checkbox"/> Safeguard the safety of self and others by adhering to local and national policies. 	<ul style="list-style-type: none"> <input type="checkbox"/> Practice self-awareness that challenges own prejudices and enables professional relationships. <input type="checkbox"/> Provide holistic care that demonstrates sensitivity to patients/clients/family/carers cultural traditions and beliefs. <input type="checkbox"/> Be sensitive and empower patients to meet their own needs and make choices and considers with the person and their carer(s) their capability to care. <input type="checkbox"/> Be confident to challenge inequality, discrimination and exclusion from access to care. <input type="checkbox"/> Actively help patients to identify and use their strengths to achieve their goals and aspirations. <input type="checkbox"/> Use own knowledge and skills to exercise professional advocacy, and recognise when it is appropriate to refer to independent advocacy services to safeguard dignity and human rights. <input type="checkbox"/> Promote health and wellbeing, self-care and independence. <input type="checkbox"/> Encourage patients and carers to make choices in coping with the effect of treatment. <input type="checkbox"/> Uses appropriate strategies to empower and support patient choice. <input type="checkbox"/> Actively consult and explore solutions and ideas with others to enhance care. <input type="checkbox"/> Discuss sensitive issues in relation to public health and provide appropriate advice and guidance to patients for e.g. contraception, substance misuse, smoking, obesity. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Recognise and act to overcome barriers in developing effective relationships with patients and carers <input type="checkbox"/> Understand the role and responsibilities of other health and social care professionals, and seek to work with them collaboratively for the benefit of all who need care. <input type="checkbox"/> Work inter-professionally and autonomously as a means of achieving optimum outcomes for patients. <input type="checkbox"/> Discuss sensitive issues in relation to public health and provides appropriate advice and guidance to individuals, communities and populations. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Management	<ul style="list-style-type: none"> <input type="checkbox"/> Plan, organise and implement the care for an individual and a group of patients in an efficient and effective way. <input type="checkbox"/> Delegate work to others that is appropriate for their level of competence and monitor output. <input type="checkbox"/> Share resources and information with colleagues. <input type="checkbox"/> Be confident in own ability recognising strengths and areas for development. <input type="checkbox"/> Think ahead and proactively forward plans. <input type="checkbox"/> Be aware of local and national guidance related to the role and responsibility. <input type="checkbox"/> Ensure effective communication with patients and colleagues. <input type="checkbox"/> Complete a professional development plan. <input type="checkbox"/> Act in accordance with the NHS Constitution. 	<ul style="list-style-type: none"> <input type="checkbox"/> Continually review role and responsibilities and practice, ensuring continuous quality improvement. <input type="checkbox"/> Manage the team on the day to day operational delivery of the service. <input type="checkbox"/> Delegate specific tasks and roles with full briefing, identifying accountability and responsibility. <input type="checkbox"/> Gather, collate and analyse information and disseminate appropriately and effectively. <input type="checkbox"/> Work effectively with the team and Practice Manager to set outcomes for the service and in their area of responsibility. <input type="checkbox"/> Coordinate and support professional development plans for the team. <input type="checkbox"/> Support the Practice Manager and/or the GPs with specific outcomes. <input type="checkbox"/> Reflect on actions and decisions goals and priorities within the context of the service objectives. 	<ul style="list-style-type: none"> <input type="checkbox"/> Continually review role and practice, ensuring continuous quality improvement. <input type="checkbox"/> Manage key areas of governance as determined by the practice. <input type="checkbox"/> Initiate professional development to ensure fitness for practice. <input type="checkbox"/> Act as a coach/mentor/teacher to others in clinical and managerial situations (as defined by the NMC). <input type="checkbox"/> Communicate effectively when managing the team. <input type="checkbox"/> Participate in a supervision programme; provide supervision to others as required by the practice. <input type="checkbox"/> Manage service delivery from a medium to long term perspective. <input type="checkbox"/> Manage on larger areas of work and performance manages outcomes. <input type="checkbox"/> Ensure effective systems are in place to disseminate/cascade relevant information to clinical staff in liaison with practice management. <input type="checkbox"/> Look ahead to plan future service delivery; consider population need, staffing resources and skill mix. <input type="checkbox"/> Encourage and support others to take decisions autonomously and ensure that nursing professional development plans are realistic and measurable and meet personal, professional and practice needs. <input type="checkbox"/> Set demanding but achievable objectives for self and others. <input type="checkbox"/> Delegate specific tasks and roles with full briefing, identifying accountability and responsibility. <input type="checkbox"/> Agree plans and outcomes by which to measure success. <input type="checkbox"/> Critically evaluate and review innovations and developments that are relevant to own area of work and the team. <input type="checkbox"/> Keep up to date with new developments locally and nationally identifying those that will enhance your team work. <input type="checkbox"/> Influence other team members to undertake trials of changes in care delivery. <input type="checkbox"/> Participate in the recruitment of new members of the nursing team.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Mental health	<ul style="list-style-type: none"> <input type="checkbox"/> Be familiar with the Mental Capacity Act 2005 http://www.legislation.gov.uk/ukpga/2005/9/contents and have an understanding of the legal aspects of consent to treatment and capacity. <input type="checkbox"/> Be familiar with local and national guidelines for safe guarding adults and children. <input type="checkbox"/> Know who the practice leads are for child and adult safeguarding. <input type="checkbox"/> Recognise the importance of caring for the physical health of patients with Mental Health (MH) disorders including behavioural conditions. <input type="checkbox"/> Carry out annual health assessments for patients with ongoing MH disorders. <input type="checkbox"/> Give healthy lifestyle advice to patients with MH disorders referring as appropriate for healthy lifestyle support and interventions. <input type="checkbox"/> Demonstrate an awareness of substance misuse and addictive behaviours. <input type="checkbox"/> Make an initial assessment and refer as necessary. <input type="checkbox"/> Identify where patients are at significant risk e.g. suicide risk. 	<ul style="list-style-type: none"> <input type="checkbox"/> Identify patients within routine consultations who may have undiagnosed depressions or symptoms of stress and refer on as appropriate. <input type="checkbox"/> Be aware of the risk factors and recognise early signs of MH problems. <input type="checkbox"/> Have a basic understanding of the management of such conditions as depression, general anxiety disorders, suicide awareness, self-harm, bipolar disorder, post-partrum affective disorders, schizophrenia, dementia, substance abuse, and eating disorders. <input type="checkbox"/> Make an assessment of the need for therapy and monitoring and refer as appropriate. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Provide an opportunity for patients to share emotional and psychological issues within consultations. <input type="checkbox"/> Support the management of patients with a diagnosed MH condition. <input type="checkbox"/> Manage and support other Practice Nurses consulting with vulnerable patients. <input type="checkbox"/> Develop and maintain links with outside agencies to ensure best practice is in place for vulnerable groups. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g.: clinical guidelines, audits, standard operating procedures (sop) and patient surveys; making recommendations where necessary. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contributes to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Minor illness	<ul style="list-style-type: none"> <input type="checkbox"/> Make a simple assessment of a patient presenting to the practice and refer to appropriate workstream i.e. minor illness nurse/NP/GP urgent/routine. <input type="checkbox"/> Be aware of 'red flags' which may indicate serious/emergency conditions, and know how to deal with patients who present at the surgery with these. <input type="checkbox"/> Be able to recognise serious life threatening presentations and initiate emergency procedures/treatment e.g. deal with anaphylaxis/cardiac arrest. 	<ul style="list-style-type: none"> <input type="checkbox"/> Undertake face to face and telephone triage within the practice, dealing with those with simple self-limiting conditions and directing other patients to the most appropriate pathway within the practice. <input type="checkbox"/> Undertake an assessment of a patient presenting with a minor illness e.g. sore throat, using local protocols. <input type="checkbox"/> Provide medications directly or indirectly working within local or national guidelines, using PGDs or prescribing. <input type="checkbox"/> Give information and advice regarding prescribed and over the counter medicines, side effects and interactions. 	<ul style="list-style-type: none"> <input type="checkbox"/> Undertake physical examination and health assessment of more complex presentations. <input type="checkbox"/> To formulate a diagnosis and provide treatment/medicines/advice autonomously. <input type="checkbox"/> Refer to other primary or secondary care services where needed. <input type="checkbox"/> Undertake the role of independent prescriber. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures, and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Minor injury	<ul style="list-style-type: none"> <input type="checkbox"/> Make an initial assessment of a patient with a minor injury, referring to others if beyond own competence to manage. <input type="checkbox"/> Recognise any life threatening presentation and initiate emergency procedures if needed. <input type="checkbox"/> Undertake simple wound cleansing and dressing. <input type="checkbox"/> Assess a head injury, refer on if needed or give home care advice with safety netting. <input type="checkbox"/> Advise on over the counter analgesia. <input type="checkbox"/> Apply principles of appropriate safeguarding to all presentations of minor injury. 	<ul style="list-style-type: none"> <input type="checkbox"/> Undertake simple wound closure using steristrips/glue. <input type="checkbox"/> Undertake assessment of limb injuries using recognised guidelines e.g. Ottawa rules. <input type="checkbox"/> Ensure supply of appropriate analgesia by either PGD or prescribing. <input type="checkbox"/> Undertake simple procedures e.g. removal of foreign bodies from skin. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Undertake wound closure by suturing. <input type="checkbox"/> Refer directly for X-ray imaging if fracture is suspected. <input type="checkbox"/> Prescribe full range of analgesia that may be required. <input type="checkbox"/> Assess and manage or refer as appropriate finger injuries. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures, and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Osteoporosis	<ul style="list-style-type: none"> <input type="checkbox"/> Have an understanding of the physiological process involved in the development of osteoporosis. <input type="checkbox"/> Be aware of factors which increase the risks for developing osteoporosis. <input type="checkbox"/> Be aware of health promotion and appropriate lifestyle advice to help in the prevention of osteoporosis. 	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of NICE guidance on primary prevention TA 160 and secondary prevention of osteoporosis TA161. <input type="checkbox"/> Assess and support concordance with therapies. <input type="checkbox"/> Make an assessment using an appropriate tool to identify risk and refer as necessary. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Refer at risk patients for screening for osteoporosis as appropriate in line with NICE guidance for primary prevention. <input type="checkbox"/> Refer diagnosed and at risk patients for treatment for secondary prevention. <input type="checkbox"/> Understand the treatment guidelines and use of Bisphosphonates and be aware of the specific instructions for taking these medications and their side effects profile. <input type="checkbox"/> Commence prophylaxis for primary prevention in accordance with NICE guidance or treatment for secondary prevention for osteoporosis. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Prescribing and medicines management	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the Practice Nurse responsibilities in relation to medicines management and comply with: <input type="checkbox"/> Care Quality Commission Regulation 13 and Outcome 9 – People have their medicines when they need them, and in a safe way. <input type="checkbox"/> Use PGDs and PSDs according to practice protocols <input type="checkbox"/> Identify drug side effects, contraindications and interactions <input type="checkbox"/> Discuss medication regimes with patients and verify concordance. <input type="checkbox"/> Appropriately signpost to and liaise with pharmacists within or outside the team. 	<ul style="list-style-type: none"> <input type="checkbox"/> Be aware of prescribing cost effectiveness, and work within local guidance. <input type="checkbox"/> Have up to date knowledge of current therapeutic guidelines, recommendations and changes within local policies via updates from MMT. <input type="checkbox"/> Navigate and utilise the BNF, eBNF and local formularies. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Have successfully completed the non-medical prescribing course. <input type="checkbox"/> Adhere to the principles identified in the NPCs Competency framework. <input type="checkbox"/> Be responsible for maintaining professional development. <input type="checkbox"/> Adhere to own responsibilities. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Will ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary.

Competency Identification

Subject	CORE To demonstrate core competency the Practice Nurse is able to:
Reflective practice	<ul style="list-style-type: none"> <input type="checkbox"/> Fulfil responsibility under the NMC Prep standards to think and reflect on learning activities and how these have influenced practice http://www.nmc-uk.org/Documents/Standards/NMC_Prephandbook_2011.pdf <input type="checkbox"/> Be aware of different models of reflection. <input type="checkbox"/> Document as per the NMC Prep Standards learning activities and reflections on own learning. <input type="checkbox"/> Use different models of reflection on a regular basis to reflect on practice to learn from and improve one's own practice and patient care. <input type="checkbox"/> Use reflection to gain insight into own practice to better understand intuitive practice and to make implicit knowledge explicit. <input type="checkbox"/> Use reflection not only to resolve incongruities between practice and own beliefs when encountering problems or difficulties but also when things have gone well to facilitate the recognition and affirmation of own competence. <input type="checkbox"/> Use reflection on practice as a basis for clinical supervision. <input type="checkbox"/> Mentor and teach others about the models and benefits of reflective practice. <input type="checkbox"/> Personally use reflective practice to empower and transform own practice and to improve patient care.

Competency Identification

Subject Safeguarding - adults and children	<p>Core To demonstrate core competency the Practice Nurse is able to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the Practice Nurse responsibilities and comply with: <i>Care Quality Commissioning Regulation 11 and Outcome 7 - People are safeguarded from abuse, or the risk of abuse, and their human rights are respected and upheld.</i> <input type="checkbox"/> Be aware of the legal and professional issues regarding safeguarding adults and children including statutory health procedures and local guidance. <input type="checkbox"/> Follow local guidance and policies. <input type="checkbox"/> Recognise, observe, document and refer in cases of abuse as appropriate and is able to discuss the importance of this action. <input type="checkbox"/> Recognise and take appropriate action in response to domestic violence. <input type="checkbox"/> Ensure safe effective systems are implemented regarding safeguarding vulnerable groups and the reporting of abuse. <input type="checkbox"/> Report immediately to the adult and children safeguarding lead in the practice any concerns, issues or worries. <input type="checkbox"/> Record all information as appropriate. <input type="checkbox"/> Share information with other professional bodies acting in the best interest of the adult and the child. <input type="checkbox"/> Demonstrate an understanding of the NMC safeguarding guidance http://www.nmc-uk.org/Nurses-and-midwives/Regulation-in-practice/Safeguarding-New/
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Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Spirometry	<ul style="list-style-type: none"> <input type="checkbox"/> Identify when spirometry testing is appropriate based on clinical history taking and physical examination and make necessary referral for the procedure. <input type="checkbox"/> Identify own training needs and the needs of others, and what action to take if standards are not met. 	<ul style="list-style-type: none"> <input type="checkbox"/> Identify own professional accountability and responsibility for maintaining competence in spirometry. <input type="checkbox"/> Demonstrate knowledge of spirometry, its use and contribution to patient care, including knowledge of equipment and when to calibrate. <input type="checkbox"/> Understand background and rationale for the test. <input type="checkbox"/> Assess and identify indications and/or contraindications to procedure. <input type="checkbox"/> Able to identify appropriate time and situation to perform spirometry. <input type="checkbox"/> Identify when not appropriate to continue with spirometry test. <input type="checkbox"/> Be aware of who to communicate results of test to and referral onwards. <input type="checkbox"/> Identify issues around infection control, and general health and safety, and what appropriate action to take. <input type="checkbox"/> Knowledge of decontamination processes. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Analyse and interpret the results of a spirometry test, and report accordingly. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures, and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

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Tissue viability and wound care	<ul style="list-style-type: none"> <input type="checkbox"/> Have a basic understanding of the wound healing process. <input type="checkbox"/> Be aware of the necessary wound care products and their appropriateness for each wound, using local wound care formularies as guidance. <input type="checkbox"/> Undertake uncomplicated dressings to include post op wound care. <input type="checkbox"/> Assess the wound, determining follow up care where appropriate. <input type="checkbox"/> Incorporate health promotion interventions in the management of wounds. <input type="checkbox"/> Have a basic understanding of leg ulcers and their management and is able to discuss with appropriate clinician. <input type="checkbox"/> Recognise when a wound is non-healing, and investigate or refer as necessary. <input type="checkbox"/> Removal of suture, clip, and staple. 	<ul style="list-style-type: none"> <input type="checkbox"/> Have a comprehensive understanding of wound care and tissue preservation. <input type="checkbox"/> Critically examine wound care products to include cost effective practice. <input type="checkbox"/> Manage the care of complex wounds, to include minor surgery, referring when appropriate. <input type="checkbox"/> Be capable of educating patients in lifestyle management to promote healing. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Have an in depth knowledge of leg ulcer management and the application of compression therapy to include bandages and stockings. <input type="checkbox"/> Perform Doppler assessment and calculate readings to assess circulation and refer when appropriate. <input type="checkbox"/> Make independent clinical judgements and decisions. <input type="checkbox"/> Provide direct patient access to specialist services for undifferentiated patients within a locality population. <input type="checkbox"/> Provide diagnostic, health screening, health surveillance and therapeutic interventions within a broader health promotion/public health context. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures, and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

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Travel health and vaccination	<ul style="list-style-type: none"> <input type="checkbox"/> Demonstrate good geographical knowledge and know how to access further information regarding global destinations including use of an up-to-date atlas and accessing online recognised databases such as Nathnac and TRAVAX. <input type="checkbox"/> Perform a comprehensive risk assessment and know how to carry out risk assessment effectively and take appropriate action. <input type="checkbox"/> Interpret the risk assessment and accesses the latest recommendations for travel health advice, immunisations required and malaria chemoprophylaxis appropriate to the risk assessment for the journey. <input type="checkbox"/> Recognise complex issues beyond personal scope and knows who to contact for further information, support and advice. <input type="checkbox"/> Check if UK childhood immunisation schedules are up-to-date and acts appropriately if not. <input type="checkbox"/> Provide individual advice to the traveller regarding: accident prevention and the importance of adequate travel insurance, safe food, water and personal hygiene protective measures prevention of blood-borne and sexually transmitted diseases, general insect bite prevention, prevention of animal bites particularly rabies including wound management, prevention of sun and heat complications, personal safety and security, malaria-awareness, bite prevention, appropriate chemoprophylaxis and the importance of compliance and symptoms of malaria to quickly diagnose and treat a traveller with the disease. <input type="checkbox"/> Communicate information effectively to explain the disease and other travel-related risks, vaccine recommendations and malaria prevention advice appropriate to the risk assessment. 	<ul style="list-style-type: none"> <input type="checkbox"/> Support and educate other team members in the process of risk assessment. <input type="checkbox"/> Advise travellers on more complex health issues. For example, emergency standby malaria medication, post-exposure prophylaxis following blood-borne virus exposure such as medical electives, management of altitude sickness. <input type="checkbox"/> Provide specialist advice to travellers with more complex itineraries that may also require the prescription, provision and administration of more unusual vaccines such as Japanese B encephalitis, rabies, tick-borne encephalitis and BCG. <input type="checkbox"/> Administer intradermal vaccinations if required. <input type="checkbox"/> Evaluate own care and acts as a resource to other nurses in ensuring their care is evaluated against accepted standards and guidelines. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Work independently to make clinical judgements and decisions. <input type="checkbox"/> Oversee effective implementation of protocols and make recommendations. <input type="checkbox"/> Advise travellers with complex travel and special needs e.g. the pregnant traveller, the traveller with diabetes, immunosuppression, cardiac or respiratory disease, those who have experienced previous severe adverse reactions to a vaccine. <input type="checkbox"/> Meet the standards required for administration of yellow fever vaccine and complies with national regulations as a Yellow Fever Vaccination Centre. <input type="checkbox"/> Use expert knowledge to inform protocol development and guide others in this process. <input type="checkbox"/> Participate in the revision and updating of established PGDs/PSDs or standing orders. <input type="checkbox"/> Use international databases to ensure awareness of global issues in travel health. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary

	<ul style="list-style-type: none"> <input type="checkbox"/> Prioritise appropriately in situations where a patient's time or financial situation does not allow the optimum recommendations. <input type="checkbox"/> Assess anxieties, especially to vaccination, and acts appropriately. <input type="checkbox"/> Attend annual update on anaphylaxis and CPR training. <input type="checkbox"/> Understand the issues of informed consent and acts accordingly. <input type="checkbox"/> Administer injections as appropriate according to local guidelines and policies. <input type="checkbox"/> Demonstrate involvement in the financial governance of travel including vaccine administration, and antimalarials e.g. which vaccines are provided privately and their cost, and which vaccines are reimbursable under the NHS. <input type="checkbox"/> Demonstrate knowledge of the common travel related illnesses for example, travellers' diarrhoea, hepatitis A, hepatitis B, typhoid, malaria and dengue fever (consider MMR, flu and pneumococcal disease in relation to travel) and other travel-related hazards. 		care team, providing ongoing training and education.
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Competency Identification

Subject Treating people with dignity and respect	Core To demonstrate core competency the Practice Nurse is able to: <ul style="list-style-type: none"> <input type="checkbox"/> Be aware of the Practice Nurse responsibilities and comply with: <i>Care Quality Commissioning Regulation 17 and Outcome 1 - People understand the care and treatment choices available to them.</i> <input type="checkbox"/> Ensure patients can express their views and are involved in making decisions about their care. <input type="checkbox"/> Ensure patients have their privacy, dignity and independence respected, and have their views and experiences taken into account in the way in which the service is delivered. <input type="checkbox"/> Act in accordance the 6Cs principle values: Care, Compassion, Communication, Competence, Commitment and Courage. <input type="checkbox"/> Act in accordance with the NHS Constitution. <input type="checkbox"/> Ensure adherence to local chaperoning policies. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives.
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Competency Identification

Subject	Level 1 To demonstrate competency at this level the Practice Nurse is able to:	Level 2 To demonstrate competency at this level the Practice Nurse is able to:	Level 3 To demonstrate competency at this level the Practice Nurse is able to:
Venepuncture	<ul style="list-style-type: none"> <input type="checkbox"/> Have knowledge of the anatomy and physiology of capillaries, veins, arteries and nerves. <input type="checkbox"/> Have knowledge of devices and equipment for capillary blood sampling and venepuncture and their use. <input type="checkbox"/> Handle sharps, injuries and sharp disposal in line with local protocols and best practice. <input type="checkbox"/> Ensure appropriate consent is gained recognising where capacity to consent is limited <input type="checkbox"/> Adhere to local policies such as health and safety and procedures for capillary blood sampling and venepuncture. <input type="checkbox"/> Discuss the legal and professional issues associated with performing capillary blood sampling and venepuncture. <input type="checkbox"/> Outline current evidence to support best practice in capillary blood sampling and venepuncture. 	<ul style="list-style-type: none"> <input type="checkbox"/> Provide a portfolio of evidence showing skills, experience and development in venepuncture supported by supervisors. <input type="checkbox"/> Undertake a formal examination (objective structured clinical examination) in order to practise competently. <input type="checkbox"/> Perform venepuncture independently. <input type="checkbox"/> Require a period of preceptorship in order to consolidate the venepuncture competency. <input type="checkbox"/> Offer support to those undertaking venepuncture training. 	<ul style="list-style-type: none"> <input type="checkbox"/> Manage patients with more complex needs. <input type="checkbox"/> Be aware of the need to utilise practice assessors and possibly working towards this criteria for assessing staff new to venepuncture. (An assessor should be experienced in capillary blood sampling and venepuncture). <input type="checkbox"/> Be responsible for all HCAs performing venepuncture. <input type="checkbox"/> Assess the competency of nurses new to venepuncture. <input type="checkbox"/> Ensure working policies and guidelines reflect local and national recommendations and remain up to date with local initiatives. <input type="checkbox"/> Ensure that a quality assured service is provided. <input type="checkbox"/> Contribute to development of governance framework e.g. clinical guidelines, audits, standard operating procedures and patient surveys, making recommendations where necessary. <input type="checkbox"/> Provide a link/liaison role between primary care and specialist services. <input type="checkbox"/> Act as a mentor and educator for members of the primary care team, providing ongoing training and education.

The Practice Nurse Competency Development Plan

Introduction

Practice Nurse training, education, and development plays a key part in improving the quality of care and services provided by GP practices. The Practice Nurse Competency Development Plan (CDP) has been designed to support Practice Nurses, GPs, and Practice Managers identify training and development needs for the Practice Nurse that are aligned to the maintenance and the development of **safe, effective, caring, responsive and well-led** GP services and care.

It is recommended that the CDP to be used alongside The Practice Nurse Competency Framework (PNCF©).

Additional benefits of using the Practice Nurse Competency Development Plan (CDP) are:

- Enable Practice Nurses to identify the competency level they are aiming to work towards in line with The Practice Nurse Competency Framework (PNCF©).
- Identify training and development needs in line with the PNCF©.
- Assist GPs and Practice Managers in identifying areas that need improvement in the GP practice.
- Assist Practice Nurses with their NMC PREP requirements.
- Demonstrate Practice Nurse development and career progression.
- Aid the Practice Nurse annual performance review/appraisal.

The CDP is not a wish list but rather a process of individual development that fits in with the GP practice development plan and the needs of the patient population, identifying what you need to achieve the different levels of Practice Nurse competencies. The CDP provides a structure to support Practice Nurses to provide **safe, effective, caring, responsive and well-led** GP services and care.

Prior to the appraisal, Practice Nurses should aim to draft a CDP. At the appraisal, the appraiser will discuss the content with the Practice Nurses in formulating their development needs before agreeing the final version. The development of your CDP should be a central part of the appraisal process.

The 'study leave' entitlement needs to be agreed with the employer and Manager.

The Practice Nurse Competency Development Plan (CDP)

Name:

Indicate the level (either 1, 2 or 3) that you are both currently working on and towards	Indicate the training needs	Indicate the process and method to achieve the competency level (e.g. in house/external training) and the funding stream	Provisional date to meet the competency level	Date when competency level was achieved	Indicate the service improvement as a result of achieving the competency level