	SECTION A: NURSING SERVICE ORGANIZATION CHAPTER 3: NURSING COMPETENCIES TO PROVIDE CARE
Connecticut Valley Hospital **Nursing Policy and Procedure**	**POLICY AND PROCEDURE 3.3 COMPETENCY BASED ORIENTATION**
Authorization: Nursing Executive Committee	Date Effective: May 1, 2018 Scope: Connecticut Valley Hospital

Standard of Practice:

Each nursing staff member will receive instruction and have his/her competency evaluated relative to his/her specific role responsibilities.

Standard of Care:

The patient and his/her family can expect to receive care from qualified nursing staff that is competent to fulfill individual role responsibilities.

Policy:

CVH shall provide qualified nursing staff that is competent to meet the needs of the patient.

Procedure:

1. Each new nursing staff member is provided with a competency based orientation tool based on division/unit assigned.

2. Staff Development utilizes the CVH Staff Educational Plan to identify competencies to be presented during orientation. The Educational Plan reflects the staff member's competency based functional job description.

3. Competency training and assessment as identified in the Educational Plan includes:
   a. Hospital-wide Mandatory Training
      a.1   Fire Safety
      a.2   Environment of Care
      a.3   Code of Conduct
      a.4   Computer Use
      a.5   Medical Emergency Response
      a.6   Hazard Communication
      a.7   Infection Control
      a.8   Confidentiality
      a.9   Use of State Property
      a.10   General Safety and Security
      a.11   Affirmative Action

      a.12   Employee Assistance Program
      a.13   Risk and Incident Management

b. Clinical Competency Training
      b.1   Age-Specific Competencies
      b.2   Collaborative Safety Strategies
      b.3   Safe Use, Application and Discontinuation of Restraint
      b.4   De-escalation Skills

c. RN and LPN Specific Competencies exclusive of those included in the general orientation are:
      c.1   RN Licensure
      c.2   CPR/AED/FA
      c.3   Collaborative Safety Strategies
      c.4   Glucometer- Accu-Chek Advantage Comfort Curve
      c.5   Oxygen Administration
      c.6   Psychopharmacology and Adverse Drug Reactions
      c.7   Nursing Policies & Procedures in Freedom of Movement, Absent Without Official Leave, Patient Search and Escorting, Observations, Diet and Meal Monitoring, Intake and Output, Pain Assessment and Management
      c.8   Emergency Code System for Medical or Behavioral Emergencies
      c.9   Role and Response to Medical or Behavioral Emergencies
      c.10 Suicide Risk Management
      c.11 Documentation
      c.12 Assessments, Nursing Plan of Care, Master Treatment Plan
      c.13 Admission, Transfer, Discharge
      c.14 PYXIS Automated Medication System
      c.15 All Medication Policies, Procedures, and Medication Errors Policy
      c.16 Communication Skills
      c.17 Boundaries
      c.18 Recovery Principles

d. Division and/or Program Specific Competencies including Age Related Competencies
      d.1   Included in this are competencies directly related to Division specific patient populations or Department specific functions, and Individual Educational Plan.

4. Staff Development utilizes a self-assessment, posttests, and skills demonstration to assess the achievement of competence. Individual performance is assessed jointly by the Staff Development Coordinator, and immediate supervisor. Individual assistance given as identified.

5. New nursing staff members are required to demonstrate ability and skills achievement in some mandatory and professional nursing practice competencies prior to the completion of the Competency Based Nursing Orientation to assure a qualified staff

member. Some competencies such as documentation have a baseline initial competence but are expected to improve as the staff member gains experience.

Source Documentation:
The courses and competencies listed in each educational plan were based on the following:

Federal Statutes and Standards
Professional Privileges and Credentials
State Statutes, Standards and Regulations
Collective Bargaining Agreements
CVH Nursing Policies and Procedures
American Nurses Association, Scope and Standards of Practice
Centers for Medicare & Medicaid
The Joint Commission Standards
DMHAS General Work Rules
CVH Operational Policies and Procedures