

# LOS ANGELES GENERAL MEDICAL CENTER DEPARTMENT OF NURSING SERVICES POLICY

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Subject: <b>COMPETENCY VALIDATION</b>		Original Issue Date: 08/91	Policy # <b>533</b>
		Supersedes: 09/19	Effective Date: 08/23
Departments Consulted:	Reviewed & Approved by: Professional Practice Committee Nurse Executive Committee	Approved by:  (signature on file) Nancy Blake Chief Nursing Officer	

## PURPOSE

To outline the competency validation process for all Workforce members at the Los Angeles General Medical Center which will ensure that nursing care is delivered in a safe, accurate, and consistent manner. Competency management is a dynamic process to support assessment and evaluation of performance.

## POLICY

Clinical supervision and evaluation of competency are the responsibility of each specific unit's management team. Validation of competency ensures that each Workforce member is competent of performing his/her duties and responsibilities in accordance with regulatory standards and the Los Angeles General Medical Center policies which were developed to meet the needs of the specific patient population served.

## PROCEDURE

- Skills are performed in accordance with the Los Angeles General Medical Center and Department of Nursing policies, clinical standards, and standardized procedures and are validated annually by the nurse manager or designee to focus on high-risk/low frequency procedures, new, problematic or changed processes.
- Validation of skills requires that the nurse manager or designee ensure the Workforce member has knowledge of, and ability to perform, the skills necessary to meet the age-appropriate needs of the specific patient population.
- The method of verifications of skills include, but not limited to the following:
  - ✓ Cognitive-based tests
  - ✓ Return demonstrations
  - ✓ Evidence of daily work
  - ✓ Exemplars, peer review, self-assessment
  - ✓ Discussion/reflection groups
  - ✓ Presentations, mock events/simulations
  - ✓ Quality improvement monitors

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- The Workforce member is accountable for maintaining current skills. The workforce member is required to maintain their professional credential(s) and enhance their job skills by attending mandatory training(s), and continuing education courses in accordance with the requirements of their professional credential(s).
- Core competencies, skills, knowledge, qualifications, and other requirements will be delineated in an area specific duty statement or job description.
- Credentialing mechanisms are in place for certifying competencies in specific nursing areas.

### **DOCUMENTATION**

- The Orientation to Standards Based Practice checklists include performance expectations, personnel policies, and psychomotor skills which are all evaluated annually.
  - Workforce member shall be oriented to all new equipment used in the unit
  - The nurse manager is accountable for ensuring that the initial in-service education is provided
  - Competency is validated according to pre-established criteria
- Unit specific skills may be added to the Orientation to Standards Based Practice checklists:
  - ✓ Test – for knowledge
  - ✓ Observation – for observable/measurable actions
  - ✓ Reflection – critical thinking/clinical judgement

### **REFERENCE**

California Code of Regulations, Title 22, Section 70016, 70016.1

Los Angeles General Medical Center Policy #545: Competency Program

Los Angeles General Medical Center Policy #550: Performance Evaluations

Harper, M. G., & Maloney, P. (2016). *Nursing professional development: Scope & standards of practice* (3rd ed.). Chicago, IL: Association for Nursing Professional Development.

Wright, D. (2015). *Competency assessment field guide: A real world guide for implementation and application*. Minneapolis, MN: Creative Health Care Management, Inc.

### **REVISION DATES**

92, 95, 96, 97, 98, 99, 04/00, 04/05. 09/08, 04/16, 12/19, 8/23