

**Unit 1: Delegation**  
**Z-Chapter 14**  
**ONLINE CONTENT (1 H)**

**Unit Objectives:**

- Discuss personal accountability when delegating. (5,7)\*
- Explain and apply the five rights of delegation in nursing practice. (3,5,6,7)\*

\*Course Objectives

**Review Chapter 14 in your textbook and read the “National Guidelines for Nursing Delegation” document. Place your answers to the questions below in the Z-Chapter 14 dropbox by 0800 on 1/13/2025.**

1. State **each** example provided of when the National Guidelines for Nursing Delegation may be applied?
  - 1.) The employer must identify a nurse leader responsible for oversight of delegated responsibilities for the facility. If there is only one licensed nurse within the practice setting, that licensed nurse must be responsible for oversight of delegated responsibilities for the facility.
  - 2.) The designated nurse leader responsible for delegation, ideally with a committee (Consisting of other nurse leaders) formed for the purposes of addressing delegation, must determine which nursing responsibilities may be delegated to whom and under what circumstance. The nurse leader must be aware of the state/jurisdiction’s NPA and the laws/rules and regulation that affect the delegation process and ensure all institution policies are in accordance with the law.
  - 3.) Policies and procedure for delegation must be developed. The employer/nurse leader must outline specific responsibilities that can be delegated and to whom these responsibilities can be delegated. The policies and procedures should also indicate what may not be delegated. The employer must periodically review the policies and procedures for delegation to ensure they remain consistent with current nursing practice trends, and that they are consistent with the state/jurisdictions NPA.
  - 4.) The employer/nurse leader must communicate information about delegation to the licensed nurses and AP and educate them about what responsibilities can be delegated.
  - 5.) All delegates must demonstrate knowledge and competency on how to perform a delegated responsibilities. Therefore, the employer/nurse leader is responsible for providing access to training and education specific to the delegated responsibilities. This applies to all RNs, LPN, and AP who be delegates. Competency validation should follow education and competency testing should be kept on file. Competency must be periodically evaluated to ensure continued competency. The context and processes associated with competency validation will be different for each activity, skill or procedure being delegated. Competency validation should be specific to the

- knowledge and skill needed to safely perform the delegated responsibility as well as to the level of the practitioner to whom the activity, skill or procedure has been delegated.
- 6.) The nurse leader responsible for delegation, along with other nurse leaders and administrators within the facility, must periodically evaluate the delegation process. The licensed nurse or manager must report any incidences to the nurse leader responsible for delegation. A decision should be made about corrective action, including if further education and training are needed, or if that individual should not be allowed to perform a specific delegated responsibility.
  - 7.) The employer/nurse leader must promote a positive culture and work environment for delegation.
2. When do the National Guidelines for Nursing Delegation **not** apply?  
The situation in where the nursing delegation does not apply would
    - \*In depth-assessments that identify needs and problems and diagnose human responses.
    - \*Any aspects of planning, including the development of comprehensive approaches to the total care plan
    - \*Any provision of health counseling, teaching, or referrals to other healthcare providers note.
    - \*Therapeutic nursing techniques and comprehensive care planning
    - \*Professional nursing judgement, clinical reasoning and critical decision making
    - \*The RN nursing process such as data gathering and some tasks or interventions can be delegated but the comprehensive assessment, nursing diagnosis, care planning, evaluation, and care coordination may not be delegated.
    - \*Patient education. Although there is some variance by state regulation, education planning and comprehensive patient education are generally reserved for RN's
  3. In your own words, respond to the following:
    - a. Define delegation.
      - Delegation would be a intervention assigned from a Licensed Nurse onto another healthcare worker that is capable to perform said task.
    - b. Explain how delegation differs from assignment.
      - Delegation would be different from assignment because the delegation process would be assigning someone to help do a specific task and the assignment is specifically to be assigned to the nurse and is responsible to said assignment.
    - c. Does either delegation or assignment require supervision? If so, by whom?
      - I would say delegation would require supervision and this is because ultimately whoever is assigning the tasks such as the licensed nurse they are responsible for said task to be completed and making sure of it. I would say assignment could be independent to the licensed nurse assigned but the nursing supervisor could intervene if there is issues with completing what was assigned.
  4. Discuss the responsibilities of the delegator (licensed nurse) and the delegatee as they relate to delegation. (**HINT**: both the delegator and delegatee have several responsibilities).

## The licensed nurse responsibilities

- 1.) The licensed nurse must determine when and what to delegate based on the practice setting, the patient's needs and condition, the state/jurisdictions provision for delegation and the employer's policies and procedure regarding delegating a specific responsibility. The licensed nurse must determine the needs of the patient and whether those needs are matched by the knowledge, skills, and abilities of the delegatee and can be performed safely by the delegatee. The licensed nurse cannot delegate any activity that requires clinical reasoning, nursing judgment, or critical decision making. The licensed nurse must ultimately make a final decision whether an activity is appropriate to delegate to the delegatee based on the five rights of delegation.
- 2.) The licensed nurse must communicate with the delegatee who will be assisting in providing patient care. This should include reviewing the delegatee's assignment and discussing delegated responsibilities, including information of the patient's condition/stability, any specific information about the patient's condition that should be communicated back to the licensed nurse by the delegatee.
- 3.) The licensed nurse must be available to the delegatee for guidance and questions, including assisting with the delegated responsibility, if necessary, or performing it him/herself if the patient's condition or other circumstances warrant doing so.
- 4.) The licensed nurse must provide feedback information about the delegation process and any issues regarding delegatee competence level to the nurse leader. Licensed nurses in the facility need to communicate, to the nurse leader responsible for delegation, any issues arising related to delegation and any individual that they identify as not being competent in a specific responsibility or unable to use good judgment and decision making.

## -Delegatee responsibilities

- 1) The delegatee must accept only the delegated responsibilities that he or she is appropriately trained and educated to perform and feels comfortable doing given the specific circumstances in the health care setting and patient's condition. The delegatee should confirm acceptance of the responsibility to carry out the delegated activity. If the delegatee does not believe he or she has the appropriate competency to complete the delegated responsibility, then the delegatee should not accept the delegated responsibility. This includes informing the nursing leadership. If he or she does not feel he or she has received adequate training to perform the delegated responsibility, is not performing the procedure frequently enough to do so safely, or his or her knowledge and skills need updating.
- 2) The delegatee must maintain competency for the delegated responsibility.
- 3.) The delegatee must communicate with the licensed nurse in charge of the patient. This includes any questions related to the delegated responsibility and follow-up on any unusual incidents that may have occurred while the delegatee was performing the delegated responsibility, any concerns about a patient's condition, and any other information to the patient's care.

4.)Once the delegatee verifies acceptance of the delegated responsibility, the delegatee is accountable for carrying out the delegated responsibility correctly and completing timely and accurate documentation per facility policy. The delegatee cannot delegate to another individual. If the delegatee is unable to complete the responsibility or feel as though he or she needs assistance, the delegatee should inform the licensed nurse immediately so the licensed nurse can assess the situation and provide support. Only the licensed nurse can determine if it is appropriate to delegate the activity to another individual. If at any time the licensed nurse determines he or she needs to perform the delegated responsibility, the delegatee must relinquish responsibility upon request of the licensed nurse.

5. List **and** define (in your own words) the five rights of delegation.
- 1.)right task: the task is within the scope of practice of the individual that can be assigned said task. There needs to be guidelines of what the specific task entails.
  - 2.)Right circumstances: The patient is in stable condition and doesn't require a nurses assessment skills.
  - 3.)Right person: The person has been trained and is competent to do said task.
  - 4.)Right direction and communication: The task is communicated in a clear manner and there is no confusion on what is expected.
  - 5.)Right supervision and evaluation: The licensed nurse needs to make sure that the task is completed in the correct manner and is completed in a timely manner. The nurse will assist with any faulties and correct any mistakes if needed.

***In order to receive full credit (1 H class time) for this assignment, it must be completed in its entirety by the due date/time assigned. Any assignments not completed in its entirety by the due date and time will result in missed class time and must be completed by the end of the semester to pass the course.***