

**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?
  - a. The employer must identify a nurse leader responsible for oversight of delegated responsibilities for the facility. If there is only 1 nurse within the practice setting, that licensed nurse must be responsible of delegated responsibilities for the facility
  - b. 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.
  - c. Policies and procedures for delegation must be developed
  - d. The employer/nurse leader must communicate information about delegation to the licensed nurse and AP and educate them about what responsibilities can be delegated
  - e. All delegates must demonstrate knowledge and competency on how to perform a delegated responsibility
  - f. The nurse leader responsible for delegation, along with other nurse leaders and administrators within the facility, must periodically evaluate the delegation process
  - g. The employer/nurse leader must promote culture and work environment for delegation
  
2. When do the National Guidelines for Nursing Delegation **not** apply?
  - a. The licensed nurse must determine when and what to delegate based on the practice setting, the patient’s needs and condition, the state/jurisdiction provisions for delegation, and the employer policies and procedures regarding delegating a specific responsibility
  - b. The licensed nurse must communicate with the delegate who will be assisting in providing patient care

- c. Licensed nurse must be available to the delegate 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
  - d. The licensed nurse must follow up with the delegate and the patient after the delegated responsibility has been completed
  - e. Licensed nurse must provide feedback info about the delegation process and any issues regarding delegate competence level to the nurse leader. Licensed nurses in the facility need to communicate, to the nurse leader responsible for delegation, and issues arising related to delegation and any individual that they identify as being competent in a specific responsibility or unable to use good judgement and decision making
3. In your own words, respond to the following:
- a. Define delegation. – appointing a task to a worker who is underneath you
  - b. Explain how delegation differs from assignment. – delegation is appointed to you, and assignment is a task designated to you.
  - c. Does either delegation or assignment require supervision? If so, by whom?  
Yes, both require supervision by the nurse or a coworker superior to them.  
Supervision is essential so the nurse is aware that the task has been completed.
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).

### *Delegator*

- a. Must determine when and what delegate based on the practice setting, the patient's needs and condition, the state/jurisdiction provisions for delegation, and the employer policies and procedures regarding delegating a specific responsibility
- b. . The licensed nurse must communicate with the delegatee who will be assisting in providing patient care.
- c. . 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.
- d. . The licensed nurse must follow up with the delegatee and the patient after the delegated responsibility has been completed.
- e. 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*

- f. Must accept only the delegated responsibilities that he or she is appropriately trained and educated to performed and feels comfortable doing given the specific circumstances
  - g. Maintain competency for the delegated responsibility
  - h. The delegatee must communicate with the licensed nurse in charge of the patient
  - i. Once the delegate verifies acceptance of the delegated responsibility.
5. List **and** define (in your own words) the five rights of delegation.
- a. The right task – delegating a task within their scope practice
  - b. The right direction – informing on how to do a task, what when the task needs to be accomplished
  - c. The right supervision – evaluating the task when it is done
  - d. The right circumstance – the patient has to be stable for the UAP in order for them to get the task done
  - e. Right person – someone who has the appropriate skills and knowledge on doing the task

***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.***