

**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?
  - The employer must identify a nurse leader responsible for oversight of delegated responsibilities for the facility**
  - The designated nurse leader responsible for delegation, ideally with a committee formed for the purpose of addressing delegation, must determine which nursing responsibilities can be delegated and to who.**
  - The leader must communicate information about the delegation to the nurse and assistive personnel and inform them on what tasks can be delegated.**
  - Policies and procedures must be established for delegation of tasks**
  - All assistive personnel must prove competency of tasks delegated to them before able to perform on their own**
  - Leaders that are responsible for delegation including administration must periodically evaluate and assess the process of delegation**
  - The leader and other nurses must promote a positive work environment and healthy culture for delegation**
2. When do the National Guidelines for Nursing Delegation **not** apply?
  - They do not apply when the task being delegated is to another person of the same level. This would apply for licensed nurse to licensed nurse or RN to RN and would be classified as hand off**
3. In your own words, respond to the following:
  - a. Define delegation – **Asking an assistive personnel to perform a task that they have proven competency in and is within their scope of practice**
  - b. Explain how delegation differs from assignment – **Assignment when you are giving someone a specific task to do where delegation is when asking someone to complete a task for you**

- c. Does either delegation or assignment require supervision? If so, by whom?  
**-Delegation should be supervised by the Nursing personnel that delegated the task to the assistive personnel to ensure competency proven. An assignment does not need to be supervised due to it should be a tasks routinely performed during shift by the assistive personnel**
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 is responsible for determining pt's needs and when to delegate, ensure availability to delegatee and evaluate outcomes of and maintain accountability for delegated responsibilities.**  
**-The responsibilities of the delegatee includes to accept activities/task based on their own competency level, maintain competence for delegated responsibility and maintain accountability for delegated activities/tasks**
5. List **and** define (in your own words) the five rights of delegation.  
**-Right task means the delegator asked to delegatee to perform a task that falls within their scope of practice / job description**  
**-Right circumstance means the pt must be stable for the assistive personnel to complete the task, if anything changes then to report back to the licensed nurse to perform a reassessment**  
**-Right person means the assistive personnel has proven competency and knowledge of the task asked of them.**  
**-Right directions and communication the licensed nurse should be specific in the explanation of the task being delegated to the assistive personnel. Ensure asking if anything needs to be clarified before the assistive personnel performs the task.**  
**-Right supervision and evaluation means that the delegator should follow up with the delegatee to ensure the task has been completed and then to determine the pt's outcome.**

***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.***