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. Employee identifies a nurse leader that is responsible for the oversight of delegated tasks
    b. Nurse leader has addressed delegation tasks and determined they are responsible.
    c. Employer communicates about delegation and educates staff on what can be delegated.
    d. Policies and procedures are developed.
    e. All delegates demonstrate knowledge and competency.
    f. Employer must promote positive culture for delegation.

2. When do the National Guidelines for Nursing Delegation **not** apply?
    a. A UAP is asked to complete a task out of their scope.
    b. A UAP is uneducated and uncomfortable completing a tasks that has been delegated.
    c. When there are no policies set in place to delegate tasks to UAP.
    d. When there needs to be an assessment done.
    e. When it concerns patient safety.

3. In your own words, respond to the following:
    a. Define delegation.
    b. Explain how delegation differs from assignment.
    c. Does either delegation or assignment require supervision? If so, by whom?
        i. Delegation is when a nurse asks a PCT or other member of the health care team to complete their responsibilities.
        ii. Assignment is doing your own work intended for you specifically. Delegation is the task of doing someone else's work to help them out.
        iii. They don't require supervision, but the person delegating can still be held responsible for the task delegated.

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).
    a. The licensed nurse is responsible for communicating, giving initial direction of the delegated task, and assess the understanding of the UAP. The nurse may supervise and evaluate the UAP's skills after the task is completed.
    b. The delegate is responsible for having the right knowledge to complete a task after education, knowing when it is out of their scope of practice to do a certain tasks, knowing how to communicate back to the delegator when the task is completed, and know when to ask for help/supervision.

5. List **and** define (in your own words) the five rights of delegation.

    a. Giving the correct staff member a task that they are allowed to complete with competency.
    b. Knowing a good time to delegate a task, not just whenever you don't want to do it.
    c. To someone that is allowed, comfortable and within their scope to complete all delegated tasks.
    d. To give proper education so the person completing the tasks has all information t get it done effectively.
    e. When a nurse is delegating a tasks they are responsible for supervision when they feel it is needed or asked for, and are also responsible for evaluating the outcome of the UAP during/after tasks completion.

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.