

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 1/12/2026.

1. State **each** example provided of when the National Guidelines for Nursing Delegation may be applied?

The national guidelines for nursing delegation may be applied to APRNs when delegating to RNs, RNs when delegating to LPN/VNs and AP, LPN/VNs (as allowed by their state/jurisdiction) when delegating to AP.

2. When do the National Guidelines for Nursing Delegation **not** apply?

National guidelines for nursing delegation do not apply to the transfer of responsibility for care of a patient between two nurses or two LPNs- that is considered a handoff.

3. In your own words, respond to the following:

- a. **Define delegation:** transferring the duty of completing a task to someone else while still being held responsible and accountable for the outcomes of said task.
- b. **Explain how delegation differs from assignment:** An assignment is the work they will get that is on their job description/scope of practice and that they've learned during their education program. Delegation is just transferring tasks to someone else.
- c. **Does either delegation or assignment require supervision? If so, by whom?**
Both delegation and assignment require supervision by the individual who delegated or made the assignment.

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).

Responsibilities of the delegator are assessing the patient's needs, assessing when to delegate, assessing the delegates competency and understanding of the delegated task, giving clear directions, planning the desired outcome, following up on the completion of the task, giving feedback to the delegate, and evaluating the outcomes of the task.

Responsibilities of the delegate are accepting activities based on their own competency level, maintaining competence for the delegated responsibility, communicating with the licensed nurse in charge of the patient, and maintaining accountability for delegated activity.

5. List **and** define (in your own words) the five rights of delegation.
- **Right task**: the task should be in the delegates scope of practice, and it should be something that actually needs to be done.
 - **Right circumstance**: considering all the other relevant factors may influence the task so you are setting up the delegate for a successful outcome.
 - **Right person**: the delegate must be competent in the skill/task being asked.
 - **Right directions and communication**: you must be specific and clear on what you are asking the delegate to do. Ask questions to see if they understand what you said. Give them all the necessary information they may need to successfully complete the task but don't confuse them.
 - **Right supervision and evaluation**: give feedback to the delegate, give credit for accomplishments, and monitor the progress and completion of the task, then document.

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.