

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 can be applied to each of the following: APRNs when delegating to RNs, LPNs, and assistive personnel; RNs when delegating to LPNs and AP, and LPNs when delegating to AP.

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

The National Guidelines for Nursing Delegation do not apply when care or responsibility of a patient is between licensed healthcare providers, for example, an RN to RN or LPN to LPN. This process is considered a handoff or reporting to the next caretaker of the patient.

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

- a. Define delegation.

- i. Delegation is when one person gives a task to another in a role below them who is also qualified to perform the task. When the task is delegated, the individual who assigned the task will still be accountable for checking up and ensuring the task is completed. For example, the nurse may not have time to take one of their clients to the restroom or bathe them because they have medications to administer. Those tasks can then be delegated to a UAP who is qualified to perform those actions, giving the nurse time to complete other tasks.

- b. Explain how delegation differs from assignment.

- i. Delegation differs from assignment because delegated tasks could be done by the individual delegating them, but are given to another qualified individual below their role to perform. With delegation, the delegator is still responsible for following up and ensuring their patient is safe and the task was completed efficiently. An assignment is given to an individual qualified for the tasks and cannot be delegated. They are specific to their

scope of practice. This may include having a patient receiving blood transfusions, which can only be assigned to the RN, not the LPN or AP.

- c. Does either delegation or assignment require supervision? If so, by whom?

If an individual delegates a task, they should follow up and ensure it was completed. In some cases, the AP is qualified to perform a task, but the RN or LPN may want to be there to help or just be in the room to ensure full patient safety. Also, the nurse should always be available for patient information after delegating a task for any reason while the AP is performing care. When a task is assigned, it does not always need supervision because it should be properly assigned to an individual qualified and competent to perform this activity. For example, an RN administering their patient's prescribed Tylenol does not show a need for supervision. This is because the RN is qualified and administering medications is in their scope of practice.

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 responsibilities of the delegator or licensed nurse can include determining what their patients' needs are and when or if to properly delegate a task. It is important that the delegator knows the scope of practice of all roles and if it is appropriate to delegate the task. They should always be available for any communication of problems after delegating a task. The delegator should always follow up with the delegate and the client to ensure the task was completed. The responsibilities of the delegate related to delegation include only taking on tasks that they are qualified and comfortable completing. They should ensure they know how to perform the task given. They should always communicate back with the delegator about their patient and the task completed. Also, just like the delegator has the responsibility of following up after the task, once the delegate takes on a task, they have the responsibility to complete the task and communicate anything from the patient back to the delegator.

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

The first right of delegation is the right task. This means that the task that is being delegated needs to be in the delegate's scope of practice. This scope of practice is set by law and certain facilities' policies. The second right of delegation is the right circumstance, which means that before delegating a task, the patient must be stable, and if anything changes, the delegator needs to be available for the delegate to communicate the change. The third right of delegation is the right person. This means that anybody involved in the delegated task needs to ensure that the person who is getting the task to perform is qualified and able to perform it. Even if the individual is qualified in their scope of practice, it needs to be ensured that they have the correct training and are knowledgeable about the tasks they took on through delegation. The fourth right of delegation is the right direction and communication. When the delegator is assigning a task, they should make sure that the delegatee is properly informed of any directions

needed for the care and that they are given the time to ask any questions. Lastly, the fifth right of delegation is right supervision and evaluation. This means that the delegator is responsible for the completion of the task and always needs to follow up after. If supervision is required, then they are responsible when delegating a task. Also, the delegatee needs to communicate any changes in the patient's condition with the delegator.

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.