

SERVICE SPECIFICATION NURSING ENTRY TO PRACTICE 2/B46

1.0 INTRODUCTION

This specification describes the components of the Nursing Entry to Practice (NETP) programme, which is funded jointly by Health Workforce New Zealand (HWNZ), District Health Boards (DHBs), DHB and Ministry of Health funded providers or others by agreement with HWNZ.

The NETP programme is for newly graduated nurses employed by DHBs, DHB and Ministry of Health funded providers or others by agreement with HWNZ. The term graduate nurse referred to in this specification is limited to those eligible for funding as per Section 3.1. The specification describes the resources, processes and outcomes required for the NETP programme.

The goal of the NETP programme is that:

New Zealand nursing graduates commence their careers in New Zealand: well supported, safe, skilled and confident in their clinical practice.

The National Learning Framework¹ that forms the foundation for this training programme does not repeat the learning content of the undergraduate degree but rather strengthens the application and use of that knowledge in clinical situations.

Upon successful completion of the NETP programme the graduate nurse must be assessed by the DHB as having reached the Nursing Council of New Zealand (NCNZ) "competent level" Level 2 in the Professional Development and Recognition Programme (PDRP) framework².

This specification must be read in conjunction with the Head Agreement and Service Agreement, which defines terms and outline expectations of all providers.

2.0 PROGRAMME COMPONENTS

Funding for the NETP programme must be spent on the components described in section 2 below. Graduate nurses receiving NETP programme funding must not be enrolled at the same time on any other Ministry of Health funded training programme unless agreed by HWNZ.

2.1 Programme outline

NETP is a national programme with the following components:

1. DHB-level programme coordination a maximum of two clinical placements/rotations within the duration of the training programme
2. clinical preceptor support throughout the duration of the programme,

¹ http://www.dhbsharedservices.health.nz/Site/Future_Workforce/Nursing-Midwifery/Nursing-Projects/NETP/Documents.aspx

² <http://www.nursingcouncil.org.nz/Nurses/PDRPs>

sharing the clinical caseload for six weeks in total³

3. the equivalent of 12 group learning/study days (inclusive of an optional Level 8 paper/course release days where offered as part of the Learning Framework)¹
4. a subcontract established between the DHB and any other employer

The NETP programme integrates the principles of the Treaty of Waitangi/Te Tiriti o Waitangi into practice to promote equity of outcomes for Maori. The NETP programme facilitates practice in a culturally safe manner with all client groups.

The NETP programme is a maximum of 12 months in length. Graduate nurses can complete the NETP programme in 10 months if they have met all the training programme requirements.

2.2 Learning environment

Upon successful completion of the NETP programme the graduate nurse must be assessed by the DHB as having reached the Nursing Council of New Zealand (NCNZ) "competent level" Level 2 in the Professional Development and Recognition Programme (PDRP) framework. (<http://www.nursingcouncil.org.nz/Nurses/PDRPs>).

The DHB/employer must have a process for providing remedial assistance to graduate nurses who do not meet the assessment criteria. Those graduate nurses, who despite this remedial assistance do not fulfil the NETP programme requirements, are subject to the DHB/employer's performance management policies and procedures.

2.3 Clinical programme

2.3.1 Clinical placements/rotations

The DHB in partnership with the clinical area/employer agree on whether there are one or two rotation/placements. The DHB must advise potential applicants, DHB and Ministry of Health funded providers or others by agreement with HWNZ as to the model/s they offer. If the NETP programme generally offers two placements/rotations, DHB and Ministry of Health funded providers or others as agreement with HWNZ, and graduate nurses may negotiate to complete the NETP programme in only one clinical service area, where possible.

Where the NETP programme offers two placements/rotations, the clinical preceptor and the graduate nurse must share a clinical load for the first four weeks of the first placement/rotation, and the first two weeks of the second

³Preceptor Framework July 2010: http://www.dhbsharingservices.health.nz/Site/Future_Workforce/Nursing-Midwifery/Nursing-Projects/NETP/Documents.aspx

placement/rotation.

Where the NETP programme offers one placement/rotation, the clinical preceptor and graduate nurse must share a clinical load for the first four weeks of the placement/rotation. The remaining two weeks of clinical load sharing may be taken at a date suitable to meet the learning needs of the graduate nurse.

In all scenarios, there is flexibility to extend or reduce these timeframes in specific instances, subject to agreement with the graduate nurse/employer, so long as the NETP programme averages six weeks of clinical load sharing per graduate nurse overall. The key determinant should be that the graduate nurse is supported adequately to meet the requirements of the Learning Framework.

2.3.2 Clinical preceptorship

Preceptorship can be provided by a team. The Preceptorship team includes the Charge Nurse/Team Leader/Nurse Manager, Nurse Educator and other staff in the work environment. Their roles and responsibilities are outlined in the National Framework for Nursing Preceptorship Programme "Preceptoring for Excellence"³

A named primary preceptor must be identified for each graduate nurse to ensure accountability for negotiating and evaluating learning outcomes and coordination of formal feedback to the NETP participant as outlined in National Framework for Nursing Preceptorship Programme.

Clinical preceptor support must be available to the graduate nurse throughout the duration of the NETP programme.

The primary preceptor must be provided with initial preceptor education of 16 hours and then relevant continuing education.

Preceptors must have:

- a current practicing certificate in the Registered Nurse scope of practice
- registration with the NCNZ 'in good standing' (ie, with no restrictions on that registration that would negatively impact on their ability to perform as a clinical preceptor)
- successfully completed a preceptor training programme
- knowledge of the NETP programme Learning Framework, toolkits¹ and PDRP requirements²
- appropriate experience within the clinical service area where they are providing preceptorship.

2.4 Formal teaching (education) programme and educational supervision

All NETP programme education activities must be focused on the Learning Framework and are the responsibility of the DHB.

The employer must allow for the graduate nurse to be released from clinical practice for education for the equivalent of 12 study days (96 hours) over the

duration of the programme. The days must incorporate:

- organisational orientation
- topics specific to the general clinical areas of each placement/rotation
- delivery of the learning framework.

2.5 Programme coordination

The NETP programme coordinator must be an appropriately experienced registered nurse employed by the DHB who leads the NETP programme in each DHB area. The NETP programme coordinator must have experience in clinical teaching and facilitation of clinical learning and hold a relevant postgraduate qualification. There must be clear lines of accountability to the NETP contract holder, with an expectation this is the Director of Nursing or equivalent.

The NETP programme coordinator at each DHB takes a leading role to ensure the following functions occur:

Preparation

- 1 recruitment and selection of graduate nurses and preceptors
- 2 preceptors are allocated as per the NETP specifications
- 3 negotiating, planning and facilitation of placements/rotations for graduate nurses
- 4 making cultural support resources available to trainees.

Monitoring

- 5 monitoring and liaising with the clinical service areas where graduate nurses are placed and or employed
- 6 in conjunction with the clinical service area, monitoring the performance of the preceptors in their support of graduate nurses, and providing feedback to them
- 7 relationship management between the preceptor, the clinical service area and graduate nurse
- 8 coordinating implementation of the Learning Framework Reporting
- 9 accurate and timely documentation of the competency assessment processes and Learning Framework outcomes
- 10 developing and administering evaluation tools including surveying of graduate nurses regarding their expectations and experience of the NETP programme
- 11 providing the information necessary for reporting to HWNZ.

Stakeholder engagement

- 12 coordinating a NETP programme advisory group with key stakeholder representation
- 13 collaborating with NETP programme coordinator colleagues in other DHBs and nationally
- 14 establishing a subcontract between the DHB, DHB and Ministry of Health funded providers or others by agreement with HWNZ.

2.6 Length of time eligible for which HWNZ funding is available

Graduate nurses are eligible for up to 12 months of funding.

3.0 ELIGIBILITY

3.1 Graduate nurses eligibility for funding from the HWNZ

Graduate nurses must meet all of the following criteria:

- 1 be enrolled in the training programme described in this specification,
- 2 be a New Zealand citizen or hold permanent residency
- 3 hold a pre-registration nursing degree from a Nursing Council accredited programme
- 4 be awarded the nursing degree no longer than 24 months to commencement on the NETP programme
- 5 hold registration with the NCNZ within the Registered Nurse Scope of Practice, 'in good standing' (i.e., have no restrictions on that registration that would negatively impact on their ability to participate in their placement/rotations in the NETP programme)
- 6 have a current practicing certificate
- 7 be currently employed as a registered nurse within a DHB /Ministry of Health funded health service
- 8 be currently employed at 0.8 FTE employment (32 hours/week). On a case by case basis the ability to reduce the FTE to no lower than 0.6FTE can be considered. The requirement remains that the NETP programme must be completed within a 12 month period.
- 9 have not practised as a registered nurse continuously for longer than six months before starting on the NETP programme
- 10 complete the NETP programme within a maximum of 12 months. While the funding for any graduate nurse cannot exceed 12 months, the NETP programme provider is able to consider extending the timeframe for completing the NETP programme requirements in cases of illness or other individual special circumstances.

3.2 Provider eligibility

The NETP programme is provided by DHBs. DHBs must ensure that the NETP programme is approved as specified above.

This means upon successful completion of the NETP programme the graduate nurse must be assessed as having reached the Nursing Council of New Zealand (NCNZ) "competent level" Level 2 in the Professional Development and Recognition Programme (PDRP) framework.

DHBs must have a subcontract between the DHB and any other employer. The DHB/employer must comply with relevant Ministry of Health standards.

4.0 TRAINING PROGRAMME FUNDED COMPONENTS SUMMARY

The NETP programme is funded jointly by HWNZ and DHBs, DHB and Ministry of Health funded providers or others by agreement with HWNZ.

Description	Quantity	Comments
Clinical case load sharing between graduate nurse and preceptor	Six weeks	May be split to meet the learning needs of the graduate
Graduate nurse release time for Learning Framework delivery	12 days	Includes the release days for the level 8 paper/course where offered
Education for primary preceptors	16 hours	Equivalency can be considered if prior education meets the national framework for nursing preceptorship programmes (2010)
Programme Coordination	Variable	Is included in price per trainee