

This template is designed to assist you in writing an assessment for a performance appraisal or a peer review. These examples of “useful phrases” may assist you with your comments when describing examples of professional practice.

The following are leading statements that have been aligned to reflect the differing levels of practice.

This is a guide only and will be interchangeable within the levels. Please refer to the level of practice definitions.

- Be clear, specific, objective and constructive.
- Focus on the competency and indicator.
- Avoid the use of the word “but” and instead substitute with “and” or “However.”

You are required to write an action and/or an example of practice, to help you think about “**how**” the nurse meets the competency and/or indicator.

Competent Level Phrases

- Seeks guidance and support with / by / through...
- Is becoming more confident with...
- Is developing knowledge / skills / the ability to... which they have demonstrated by / through.....
- Has developed the knowledge / skills / the ability to... which they have demonstrated by / through...
- Has demonstrated the ability to...and is taking responsibility for... which they have demonstrated by / through...
- Is able to manage / access / identify... which they have demonstrated by / through...
- Demonstrates increasing efficiency in...
- Has consolidated his/her knowledge / skills relating to...which they have shown by / through...
- Is consolidating his / her knowledge relating to...which they have shown by / through...
- Has demonstrated they are effective with / in...
- Recognises and values... which they have shown by / through...
- Will ask for advice/ support / guidance / consult with...which has supported / enhanced their practice / knowledge / skills by...
- Has completed...which has supported / advanced their practice / knowledge / skills by... OR and incorporates this into practice through / by...
- Utilizes...to enhance / develop / promote... which they have shown by / through...
- Demonstrates accountability for own practice by...
- Recognises the importance of...and ensures this is incorporated into practice by...
- Works in collaboration with...by...
- Participates effectively by...
- Contributes to...by...
- Has an awareness of ...and incorporates this into practice through / by...
- Recognises when he/she need support / advise which has... supported / enhanced their practice / knowledge / skills by...
- Is proactive in seeking support / advice which has... supported / enhanced their practice / knowledge / skills by...

Proficient Level Phrases

- Is a resource for... which has supported / advanced own (and others) practice / knowledge / skills by...
- Acts as a role model for their colleagues by...
- Participates in changes in the practice setting that recognise and integrate the principles of the Te Tiriti O Waitangi by...
- Participates in changes in the practice setting that recognise and integrate the principles of Cultural Safety by...
- Demonstrates collaboration by...
- Guides colleagues / junior / new staff by...
- Advocates for patients by...
- Regularly participates in quality improvements by...
- Enjoys supporting others in...which has supported / advanced own / & others practice / knowledge / skills by...
- Able to work both autonomously and collaboratively to promote evidence based practice by...
- (Actively) participates in...and supports others by...
- Practice is holistically focused which is demonstrated by / through...
- (Actively) contributes to clinical learning...
- Takes responsibility for self and others by...
- Recognises the importance of...and is proactive by...
- Demonstrates accountability for own and others practice by...
- Demonstrates leadership qualities within a healthcare team by...
- Minimises risk to self and others by...
- Demonstrates in-depth understanding and is able to manage complex situations that contribute to client health outcomes by...

Expert Level Phrases

- Acts as a role model by...
- Guides others to apply the principles of Te Tiriti o Waitangi by...
- Guides others to implement culturally safe practice by...
- Is a strong patient advocate which is demonstrated by...
- Demonstrates responsibility of clinical learning / development of colleagues by...
- Has extensive knowledge / experience in... which is reflected in / by...
- Engages in post graduate level education through...
- Commitment to...which is very evident in / by...
- Acts as an advocate in the promotion of nursing within the healthcare team by...
- Initiates / guides quality improvements by...
- Initiates / guides changes in practice setting by...
- Acts as a leader in nursing work unit/facility by...
- Provides leadership to others by / through...
- Delivers quality client care in unpredictable challenging situations by...
- Shows innovative practice by...
- Has influence at a service, professional or organisational level through...
- Has contributed to specialty knowledge by / through...
- Mentors/coaches colleagues in...
- Is involved in resource decision making / strategic planning by...

General Feedback Phrases

- Directs attention to...
- Broadens the understanding of...
- Assists with....
- Summarises...
- Interprets...
- Qualifies...
- Illustrates, portrays, depicts...
- Contributes to...
- Promotes...
- Understands...
- Applies...
- Examines...
- Advises, anticipates...
- Articulates...
- Defines...
- Clarifies...
- Maintains...
- Participates in....
- Demonstrates ...to show...
- Uses frameworks...