DESIGNATED SENIOR NURSES PORTFOLIO REQUIREMENTS

Designated Senior Nurses (DSN) are defined in the NENZ (2017, p 20) document as, "a*n appointed nursing position that requires specific clinical expertise and/or responsibility for coordination, management, education, practice development or research".*

DSNs in management, education, policy or research (indirect patient care) are exempt from those competencies in domain two (management of nursing care) and domain three (interpersonal relationships) that only apply to clinical practice. They are to use the competencies from Domains 2 and 3 that best align with their specific role (NENZ, 2017).

Documents must be in the portfolio in the order below.   If re-applying to DSN please send in **one** copy of the previous portfolio with the new submission.

Hand 2 Copies of the Designated Senior Nurse RN Portfolio into the Nurse Coordinator Professional Development (see page 2 for contact details) by the due date on page 26.

Section 1 – Standard requirements

    a)   Application Letter - **Signed**

    b)   Curriculum Vitae

    c)   Copy of entry on NCNZ online register showing current APC

    d)   Current Performance Appraisal including a professional development plan (within the last 12 months) - **Signed**

    e)   Self-assessment – Using the appropriate NCNZ competencies for the role - **Signed**

    f)   Senior nurse assessment – Using the appropriate NCNZ competencies for the role – **Signed**

    g)   Manager support letter - **Signed**

    h)   Verification of 450 practice hours over the last 3 years, validated by a senior nurse (e.g. CNM) - **Signed**

    i)   Evidence of 60 Professional Development (PD) hours over the last three years - **Signed**. **Three** reflections must be included

Section 2 - DSN Requirements

    a)   Evidence demonstrating leadership in practice innovation and quality improvement.

    b)   Evidence demonstrating the education and development of others.

    c)   Evidence demonstrating active participation in wider service, organisation or professional activities/groups

    d)   Evidence demonstrating leadership in management, education, policy or research.

DSN should demonstrate the integration of acquired nursing knowledge into nursing practice throughout and DSN portfolios should therefore demonstrate integration of current evidence and evidence based practice, using APA referencing.