



**NI Career & Development Model
for Nursing & Midwifery**

Staff Assessment and Development Tool

Level of Practice 5 – Staff Nurse

Getting Started

The Staff Assessment and Development Tool is designed to help you reflect on your current job role and identify areas where further training, education, and development could enhance or advance your skills.

Upon completion, you will have a list of specific knowledge, skills, and behaviours (KSBs) you wish to develop, along with evidence statements to support your competence. If you have additional KSBs, university modules, or competency statements to include, there is a blank section for this purpose.

To access the assessment tool, please visit the Career Pathways/Role Frameworks section on the Careers Website and select the tool relevant to your level of practice. [Learning & Development Framework | Nursing and Midwifery Careers NI](#)

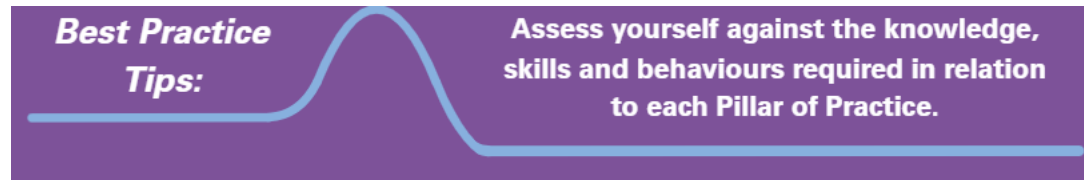
Sign Off

This tool is designed to support you in your appraisal and Personal Development Review (PDR) process, while also providing evidence of your ongoing continued professional development (CPD). There is a Sign Off template at the end of the tool to enable this, if relevant.

Self-assessment of Knowledge, Skills and Behaviour (KSB) Statements

In relation to your role, select your Level of Practice and the Pillars of Practice to review

You can complete this exercise for all 4 pillars at once or individually, there is no set order for this.



For each, rate yourself using the following scale:

1. You need a lot of development
2. You need some development
3. You feel you are well developed

You should assess yourself against ALL the knowledge, skills and behaviour (KSB) statements relevant to your role/level of practice for each of the four pillars.

As you assess yourself, consider how you might demonstrate proficiency and provide evidence. Your thoughtful evaluation will help guide your development plan. There is an Action Planning and Priority Rating Tool that you may find helpful to support you.

Evidence

If you have rated yourself as having a development need in this area, make a brief action note on “how” you would anticipate meeting this development need and any evidence you may already have. This might be detailing what you are going to do, what actions you might need to take, how you are going to do this and when. You may find [the action planning and priority rating included in the assessment tool](#) helpful with this.

You need to provide evidence for ratings **1 & 2** only.

The evidence should be clear and concise and relevant to the KSB demonstrating proficiency in the area of practice. It should contain detail of the relevant learning and how this is applied in your practice. Evidence can be sourced from many areas of your practice like a reflection, training undertaken, supervised practice, reflective discussion/clinical supervision activity, feedback from colleagues and/or service users, reports.

For more information visit the Continuous Professional Development section of the Careers Website: [Learning & Development Framework | Nursing and Midwifery Careers NI](#)



STAFF ASSESSMENT AND DEVELOPMENT TOOL - LEVEL 5

Please review the knowledge, skills and behaviour statement and rate yourself using the rating scale below. Give careful thought to your assessment and how you might demonstrate proficiency of the knowledge, skills, and behaviours



1.	I need a lot of development
2.	I need some development
3.	I feel I am well developed

Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Generic	1	2	3		
5C1 – Practise autonomously as part of a team, assuming accountability and responsibility for the promotion and delivery of safe, effective, compassionate and quality person-centred care					
5C2 - Use skills of critical thinking, analysis and evaluation to make justifiable timely clinical decisions, utilising a range of appropriate information and sources					

Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Generic	1	2	3		
5C3 - Holistically assess, plan, implement or delegate care/interventions and evaluate effectiveness in partnership with their patients/clients					
5C4 - Develop and apply clinical knowledge, skills and behaviours, ensuring they are current and appropriate to the specific area of practice					
5C5 - Use and adapt a range of strategies to role model empathic, compassionate interpersonal and communication skills to effectively and appropriately enable interactions with individuals, carers and colleagues					
5C6 - Promote values-based decision making					
5C7 - Demonstrate the use of technology and information systems and resources available in order to deliver quality care					
5C8 - Provide and share information effectively and concisely for a range of situations and contexts to maximise effectiveness, safety and continuity of care					

Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Generic	1	2	3		
5C9 - Act and influence others to incorporate non-judgemental, values-based care into practice demonstrating equality, equity, diversity and inclusion					
5C10 - Identify and implement the principles of population health, health promotion, health protection and factors that may influence a range of health inequalities and patterns of health, through use of appropriate resources including health literacy					
5C11 - Act as an advocate for people and empower them to participate in decision-making about their care					
5C12 - Maintain and apply knowledge of relevant guidance, policies and legislation that govern legal and ethical aspects of service provision					
5C13 - Apply and ensure adherence to the NMC Code, relevant guidance, policies and legislation that govern legal and ethical aspects of service provision and embed into practice					
5C14 - Contribute to the review and development of local policies, guidelines and protocols					

Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Generic	1	2	3		
5C15 - Monitor and maintain health, safety and security of self and others, by adhering to health and safety legislation and policies					
5C16 - Raise and escalate concerns and/or report incidents in accordance with local reporting policies and procedures and professional standards					
5C17 - Implement and promote relevant safeguarding policies and procedures					

You may wish to add additional KSBs from other profession specific or role specific frameworks relevant to your role. Below is a blank template for you to cut and paste these into:

Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Role or profession specific competencies/KSBs	1	2	3		

Please review the knowledge, skills and behaviour statement and rate yourself using the RAG rating scale. Give careful thought to your assessment and how you might demonstrate proficiency of the knowledge, skills, and behaviours.



1.	I need a lot of development
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Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Generic	1	2	3		
5E1 - Accept responsibility for own professional development and the maintenance of professional competence and NMC revalidation					
5E2 - Successfully complete a preceptorship programme					
5E3 - Engage in a range of learning activities and reflective supervision to improve care and practice					
5E4 - Engage in appraisal process and the development and implementation of a Personal Development Plan (PDP) to ensure continuous professional development in order to facilitate career development and progression					

Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Generic	1	2	3		
5E5 - Contribute to the development of others through a supportive learning environment					
5E6 - Facilitate learning and development by providing feedback, mentoring, buddying role-modelling, motivating and encouraging others					
5E7 - Apply the evidence-based skills of facilitation, teaching, assessment and development to ensure best practice standards					
5E8 - Contribute to the supervision and assessment of pre-registration and post-registration nurses					
5E9 - Supervise and contribute to the development of non-registered healthcare/nursing staff					

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Role or profession specific competencies/KSBs	1	2	3		

Please review the knowledge, skills and behaviour statement and rate yourself using the RAG rating scale. Give careful thought to your assessment and how you might demonstrate proficiency of the knowledge, skills, and behaviours



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Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Generic	1	2	3		
5L1 - • Develop personal leadership and management abilities specific to role by: • gaining insight into self and own behaviours through reflective practice • practice self-care to sustain optimal well-being enabling safe and effective care • obtaining, analysing and acting on feedback from a variety of sources for example internal and external to the organisation					

• demonstrating compassionate leadership • demonstrating skills in motivating, influencing and negotiation • role modelling professional ethics, values and best practice as per NMC Code • recognising, valuing, respecting and promoting equality and diversity to build a person-centred healthful culture					
5L2 - Demonstrate accountability for own practice and work autonomously, as an equal partner with a range of other professionals, and in interdisciplinary teams					
5L3 - Appropriately delegate others in accordance with the regional framework guidelines and organisational governance arrangements					
5L4 - Communicate effectively across a variety of channels ensuring accessibility and inclusivity					
5L5 - Seek, receive and provide feedback in an open, honest and constructive manner					

5L6 - Identify and analyse problems and work collaboratively to implement solutions					
5L7 - Respond proactively to concerns by addressing or escalating as per organisational policy and professional guidance					
5L8 - Demonstrate the ability to practice both independently and in collaboration with others					
5L9 - Contribute to the effective and efficient management of resources, having awareness of budgetary constraints and needs of the service					
5L10 - Be aware of effective staffing levels to meet safe, person-centred care and raise concerns when appropriate					
5L11 - Demonstrate awareness of local governance structures, frameworks, strategic policy and strategy used to improve care quality					
5L12 - Contribute to a safe, inclusive and healthful culture that learns from and responds to risk as per organisational governance arrangements					
5L13 - Give support and guidance to colleagues enabling personal and professional development					

5L14 - Complete a person-centred risk assessment as appropriate and implement plan of care, for example: Care Bundles, Mental Capacity Act etc					
5L15 - Implement and promote safeguarding policies and procedures					

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Role or profession specific competencies/KSBs	1	2	3		

Please review the knowledge, skills and behaviour statement and rate yourself using the RAG rating scale. Give careful thought to your assessment and how you might demonstrate proficiency of the knowledge, skills, and behaviours



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Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Generic	1	2	3		
5R1 - Search appropriate databases, identify current and valid evidence to inform person-centred practice					
5R2 - Adhere to research governance, including Good Clinical Practice, ethics, data protection and confidentiality					
5R3 - Identify ideas for service improvement and share these with your line manager					
5R4 - Participate in Quality Improvement, clinical audit and contribute to research activity informing practice					

Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Generic	1	2	3		
5R5 - Disseminate good practice and learning emerging from for e.g. quality indices, risk reporting systems, serious adverse incidents, audit, research and quality improvement activity					

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Knowledge, skills, behaviours	Rating			Evidence to support achievement	How you will achieve this outcome
Role or profession specific competencies/KSBs	1	2	3		

Action planning and priority rating

You should now take some time to reflect on your learning needs assessment and complete the action planning and priority rating tool to assist you in planning and prioritising your development

It can also be helpful to discuss your learning and development needs with your line manager or practice assessor and update your personal development plan (PDP).

[illegible]

Sign Off

Name	Date of review	Comments
Sign off		
Name	Date	Job title
Name	Date	Job title
Name	Date	Job title