Fact Sheet
Continuing Competence Conditions

Please refer to your email for the relevant condition(s)

**Competence Assessment**
A competence assessment is an assessment against the competencies for a nurse’s scope of practice. The competence assessment can be a self-assessment that is verified by a registered nurse with a current APC, or a competence assessment completed by a registered nurse peer or a senior nurse.
The competence assessment form is available on the Nursing Council Website http://www.nursingcouncil.org.nz/Nurses/Continuing-competence/Competence-assessment

Your competence assessment needs to reflect the competencies relevant to your scope of practice (enrolled or registered nurse). If you are a registered nurse working in a non-clinical role you should be assessed against the most relevant set of competencies to reflect your area of practice (for example management or education).

The ‘Guidelines for competence assessment’ are also available at the above link. They contain additional advice on how to complete this assessment.

**Professional Development**
Professional development activities may be completed from a variety of sources, including within work environments or educational contexts. The professional development must be relevant to your practice.

You must submit a record of your professional development activities. Please use the Word template that can be downloaded from http://www.nursingcouncil.org.nz/Nurses/Recertification-audits

*Do not send in copies of certificates of attendance.*

**Orientation Programme**
The orientation programme is conducted by your employer and must have a nursing focus to orientate the nurse to their professional role and environment. We need a letter from your employer to confirm that you have completed an orientation programme.

**How to submit evidence to address your continuing competence condition(s)**
Please email documents to address the conditions before the date outlined in your email to Helen Young, Registrant Quality Coordinator at heley@nursingcouncil.org.nz
Please include your name and registration number in the email subject line.

*Any questions?*
If you have further questions about this advice or how to proceed please contact Helen Young on heley@nursingcouncil.org.nz

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